

April 19, 2016  
City Commission Room, 701 N. Jefferson, Junction City KS 66441

Mayor Mick McCallister  
Vice Mayor Jim Sands  
Commissioner Phyllis Fitzgerald  
Commissioner Pat Landes  
Commissioner Michael Ryan  
City Manager Allen Dinkel  
City Attorney Catherine Logan  
City Clerk Shawna Settles

**1. 7:00 P.M. - CALL TO ORDER**

a. Pledge of Allegiance.

**2. PUBLIC COMMENT:** The Commission requests that comments be limited to a maximum of five minutes for each person.

**3. CONSENT AGENDA:** All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from consent status and considered in its normal sequence on the agenda.

[a.](#) Consideration of Appropriation Ordinance A-8 dated-Mar 29<sup>th</sup> 2016-Apr 12<sup>th</sup> 2016 in the amount of \$2,298,814.28. (p.3)

[b.](#) Consideration of March 2016 ambulance contractual obligation adjustments and bad debt adjustments. (p.33)

[c.](#) Consideration of City Commission Minutes for April 5, 2016 Meeting. (p.35)

[d.](#) Consideration of Emergency Shelter Grant Application and Administration by the City on behalf of Open Door for general operations. (p.40)

**4. SPECIAL PRESENTATIONS:**

[Presentation](#) for Officer Cynthia Tatum – Kansas Law Enforcement Training Center Full-Time Law Enforcement Officer Certification. (p.63)

[Presentation](#) of Polygraph Examiner certificate to Sergeant Joshua Brown. Presented by Mayor Mick McCallister and Police Chief Tim Brown. (p.65)

[Presentation](#) of the winning Arbor Day Poster to Megan Sullivan by Mayor Mick McCallister. (p.67)

[Proclamation](#) declaring April 29, 2016 as the 144<sup>th</sup> Anniversary Celebration of Arbor Day in Junction City, KS by Mayor Mick McCallister. (p.69)

[Presentation](#) of the 40 Year Tree City USA Plaque to the Mayor by Public Works Director Ray Ibarra. (p.72)

**5. NEW BUSINESS:**

- [a.](#) Election of the Mayor and Vice-Mayor to serve until the first meeting of January 2017. (p.74)
- [b.](#) Municipal Court Building Completion Items. (p.76)
- [c.](#) Consideration of Federal-Aid Fund Exchange Master Agreement with KDOT. (p.87)
- [d.](#) Consideration of Resolution No. R-2807 Update the Work Schedule Policy for Dispatchers. (p.98)
- [e.](#) Consideration to Award Bid to Kaw Valley Engineering Inc. for Engineering Services of 2016 Street Maintenance. (p.102)

**6. EXECUTIVE SESSION:**

- a. Executive Session-Attorney Client Privilege

**7. COMMISSIONER COMMENTS & COMMITTEE REPORTS:**

**8. STAFF COMMENTS:**

**9. ADJOURNMENT:**

**Backup material for agenda item:**

- a. Consideration of Appropriation Ordinance A-8 dated-Mar 29th 2016-Apr 12th 2016 in the amount of \$2,298,814.28.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

April 19<sup>th</sup> 2016

**From:** Cynthia Sinkler, Water Billing and Accounts Payable Manager  
**To:** City Commissioners  
**Subject:** Consideration of Appropriation Ordinance A-8 dated-Mar 29<sup>th</sup> 2016-Apr 12<sup>th</sup> 2016 in the amount of \$2,298,814.28

**Background:** Attached is a Listing and Checks of the Appropriations for Mar 29<sup>th</sup> 2016-Apr 12<sup>th</sup> 2016

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**Appropriations: Mar 29<sup>th</sup>-Apr 12<sup>th</sup> 2016**

**ACH Payment or due before next meeting**

HDR Engineering-	\$36,406.51
Columbia Capital	\$1,290.00
Veolia Water	\$537,416.68
KS State Treasurer	\$7,424.50







DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
NON-DEPARTMENTAL	GENERAL FUND	INTERNAL REVENUE SERVICE	3/29/16	FEDERAL WITHHOLDING	65.94
			4/01/16	FEDERAL WITHHOLDING	35,932.81
			3/29/16	SOCIAL SECURITY WITHHOLDIN	70.93
			4/01/16	SOCIAL SECURITY WITHHOLDIN	6,541.71
			3/29/16	MEDICARE WITHHOLDING	16.59
			4/01/16	MEDICARE WITHHOLDING	4,563.21
		JUNCTION CITY FIREFIGHTERS AID ASSOCIA	4/01/16	FIREFIGHTERS AID ASSOCIATI	125.00
		JAN HAMILTON, CH.13 TRUSTEE-	4/01/16	12-41834	600.00
		CARVER & BLANTON SHEA	4/01/16	GARNISHMENT	68.15
		KANSAS PAYMENT CENTER	4/01/16	GARNISHMENT	1,038.97
			4/01/16	KANSAS PAYMENT CENTER	303.29
		JAY W. VANDER VELDE	4/01/16	JAY W VANDER VELDE	100.00
		W H GRIFFIN, TRUSTEE	4/01/16	12-22755-13	729.23
		PAYLOGIX	4/01/16	PAYCHECK DIRECT	38.31
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	3,819.42
		ACCOUNT RECOVERY SPECIALISTS, INC.	4/01/16	GARNISHMENT	12.50
		FIREMEN'S RELIEF ASSOCIATION	4/01/16	FIREMANS RELIEF	222.00
		GEARY COUNTY SHERIFF	4/01/16	BOOKING FEE MARCH 2016	2,349.00
		JUNCTION CITY FIRE FIGHTERS ASSOCIATIO	4/01/16	I.A.F.F. LOCAL 3309	1,551.00
		JCPOA	4/01/16	JCPOA	780.00
		KANSAS DEPT OF REVENUE	3/29/16	STATE WITHHOLDING	22.32
			4/01/16	STATE WITHHOLDING	10,858.13
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	2,604.68
			4/01/16	KP&F	17,830.39
			4/01/16	KPERS #2	2,180.93
			4/01/16	KPERS #3	980.46
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	3,326.45
		FLEXIBLE SPENDING ACCOUNT #1074334	4/01/16	DEPENDENT CARE ACCT 10743	255.74
				TOTAL:	96,987.16
INFORMATION TECHNOLOGY GENERAL FUND		INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	47.45
			4/01/16	MEDICARE WITHHOLDING	11.10
		CENTURYLINK COMMUNICATION, INC.	4/11/16	INFORMATION SYSTEMS	14.80
			3/12/16	IT DIRECTOR	61.93
		VERIZON WIRELESS	3/12/16	IT TECHNICIAN	61.93
			3/18/16	Email AV Lic - New	514.00
		THREATTRACK SECURITY	3/18/16	GEEM -Email AV Maint	82.80
			3/18/16	GVPD - Email AV Main	165.60
			3/18/16	GEEM - Computer AV	79.60
			3/18/16	GVPD - Computer AV M	139.30
			3/18/16	GESO - Computer AV M	995.00
			3/18/16	Email AV Maint	331.20
			3/18/16	GESO - Email AV Main	2,152.80
			3/18/16	Computer AV Maint	636.80
		COX BUSINESS SERVICES	4/01/16	Metro E - Municipal Buildi	1,500.00
			4/01/16	TV Charges	8.00
			4/01/16	Phone Lines - Cox	64.02
			4/01/16	Outside - FS2 Internet	47.95
			4/01/16	Channel 3 Digital Music	34.73
			3/01/16	Metro E - Municipal Buildi	1,500.00
			3/01/16	Cable TV	25.60
			3/01/16	Phone Lines - Cox	61.39
			3/01/16	Outside - FS2 Internet	47.95
			3/01/16	Channel 3 Digital Music	34.73
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	72.82
			4/01/16	KPERS INSURANCE	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		INCODE	3/01/16	GESO - Odyssey Annual Main	7,163.87
			4/01/16	Web Publishing Fees	200.00_
				TOTAL:	16,063.30
ADMINISTRATION	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	305.58
			4/01/16	MEDICARE WITHHOLDING	71.46
		CENTURYLINK COMMUNICATION, INC.	4/11/16	ADMINISTRATION	66.60
			4/11/16	ADMINISTRATIVE SERVICES	14.82
			4/11/16	EDC-ADMINISTRATION	29.60
			4/11/16	ADMINISTRATION	14.80
		VERIZON WIRELESS	4/07/16	573-247-2866-CITY CLERK	286.22
			4/07/16	620-532-1756=FINANCE DIR	64.93
			4/07/16	210-7021=CITY CLERK	40.53-
			4/07/16	210-5380-HR DIRECTOR	51.93
			4/07/16	785-280-3591-CITY MANAGER	51.93
		STAPLES ADVANTAGE	3/19/16	ADMIN OFFICE SUPPLIES	81.66
			3/26/16	ADMIN OFFICE SUPPLIES	114.18
		COLUMBIA CAPITAL MANAGEMENT LLC	3/01/16	INVESTMENT MNGT SVC 02/16	1,290.00
		WOODRIVER ENERGY LLC	4/12/16	MAR 2016-700 N JEFFERSON(G	1,363.42
		AGENDAPAL CORPORATION	3/17/16	AGENDAPAL	449.00
		THREATTRACK SECURITY	3/18/16	Email AV Maint	248.40
			3/18/16	Computer AV Maint	218.90
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox	212.49
			3/01/16	Phone Lines - Cox	203.75
		DOCUMENT RESOURCES, INC.	3/31/16	SHRED SERVICE	70.00
		PAYNE & JONES CHARTERED	3/31/16	HELDSTAB CASENO.2015-CV-00	8,052.00
		ARTHUR-GREEN,LLP	4/01/16	WOODRUFF CASE NO.2015 CV 2	5,711.80
		SHAWNA SETTLES	4/11/16	TRVL REIMB-MAR 162016-MPR	24.52
		WILLGRATTEN PUBLICATIONS LLC	4/11/16	S-3173 ORDINANCE	28.77
			4/11/16	S-3174 ORDINANCE	28.77
			4/11/16	G-1191 ORDINANCE	40.53
			4/11/16	G-1190 ORDINANCE	33.48
		FEDEX	4/07/16	SHIPPING	25.38
		LOGAN BUSINESS MACHINES	3/02/16	Copier Charges	205.92
			3/29/16	Copier Charges	371.18
		KANSAS GAS SERVICE	4/11/16	700 N JEFFERSON-MAR 2016	169.98
		WESTAR ENERGY	4/11/16	700 N JEFFERSON	1,409.05
			4/11/16	MUNICIPAL BLDG-POLE LIGHT	32.29
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	269.48
			4/01/16	KPERS #2	78.44
			4/01/16	KPERS #3	130.92
			4/01/16	KPERS INSURANCE	52.16
		LEAGUE OF KANSAS MUNICIPALITIES	3/31/16	MCCALLISTER LEADERSHIP CON	160.00
		TMHC SERVICES, INC.	4/07/16	RANDOM TESTING 99 PARTICIP	371.25
			4/07/16	RANDOM TESTING 17 PARTICIP	89.25
		NEX-TECH	4/11/16	NEX-GEN ROUND UP FOR YOUTH	0.76
			4/11/16	ADMINISTRATION	0.04
		LATHROP & GAGE LLP	3/30/16	GEN. BUSINESS SVC THRU 2/2	4,934.00
			3/30/16	KDHE REVOLVING LOANS	826.00
			3/30/16	FARMERS BANK V HOMESTEAD 2	4,537.50
			3/30/16	SALE TO R&R DEVELOPERS	885.00_
				TOTAL:	33,637.61
BUILDING MAINTENANCE	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	183.93
			4/01/16	MEDICARE WITHHOLDING	43.02
		VERIZON WIRELESS	4/07/16	6618 BM WILLIAMS	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/07/16	1761 BM WRIGHT	51.93
		F.D. FENCING	4/07/16	REPLACE GATE ROLLERS, PARK	600.00
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	117.42
			4/01/16	KPERS #2	172.47
			4/01/16	KPERS INSURANCE	31.58
		MIKE'S FIRE EXT. SALES	1/13/16	ANNUAL INSPECTION, PARKS B	201.20
		CINTAS #451	3/31/16	DOOR MATS	59.14
			4/07/16	DOOR MATS	59.14
				TOTAL:	1,571.76
PARKS	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	543.27
			4/01/16	MEDICARE WITHHOLDING	127.05
		GAME TIME ATHLETICS	3/22/16	HOME PLATES, BALL FIELDS	236.00
			3/28/16	TOPDRESS NORTH PK INFIELD	6,900.00
			4/06/16	HOME PLATES, NORTH PARK	121.20
		VERIZON WIRELESS	4/07/16	7130 PW FLORES	51.23
			4/07/16	7131 PR DIRECTOR LAZEAR	61.93
		THREATTRACK SECURITY	3/18/16	Email AV Maint	103.50
			3/18/16	Computer AV Maint	99.50
		COX BUSINESS SERVICES	4/01/16	WUPD - Metro E	182.50
			4/01/16	WUPD - Telephone	82.34
			3/01/16	WUPD - Metro E	182.50
			3/01/16	WUPD - Telephone	82.38
		DAVE'S ELECTRIC, INC.	2/01/16	REPAIR LIGHTING, HERITAGE	52.00
		REGINA CARIVEAU	4/08/16	CANCELLED PARK-03/30/2016-	20.00
		KANSAS GAS SERVICE	4/08/16	1017 1/2 W 5TH ST	31.26
		WESTAR ENERGY	4/08/16	513 N JEFFERSON-MAR 2016	403.56
			4/11/16	2307 N JACKSON-POLE LIGHTS	356.45
			4/11/16	1021 GRANT-FEMA LAND	40.16
			4/11/16	100 GRANT-WASH-MONT PLAZA	100.37
			4/11/16	102 W ASH-BATHROOMS-CORONA	27.75
			4/11/16	CORONADO PARK LIGHTS	17.91
			4/11/16	104 ASH-TENNIS LIGHTS-CORO	23.63
			4/11/16	RIMROCK PARK LIGHTS	124.51
			4/11/16	RIMROCK PARK & PAL	349.67
			4/11/16	NORTH PARK LIGHTS	31.70
			4/11/16	NORTH PARK LIGHTS	157.43
			4/11/16	SOUTH PARK LIGHTS	102.47
			4/11/16	SOUTH PARK LIGHTS	89.50
			4/11/16	1500 ST MARY RD-SOUTH PK B	26.64
			4/11/16	FILBY PARK LIGHTS	82.36
			4/11/16	1017 W 5TH-TENNIS	73.43
			4/11/16	511 N JEFFERSON-HERITAGE	45.60
			4/11/16	5TH ST PARK LIGHT POLES	261.68
			4/11/16	5TH ST PARK LIGHT POLES	190.24
			4/11/16	420 GRANT-BRAMLAGE	118.01
			4/11/16	920 E 5TH-SERTOMA PARK LIG	23.63
			4/11/16	CLEARY PARK LIGHTS	453.76
			4/11/16	CLEARY PLAYGROUND LIGHTS	31.12
			4/11/16	1101 W 12-CLEARY PARK BATH	23.63
			4/11/16	1020 W 11TH 1/2-CLEARY BLD	75.74
			4/11/16	RATHERT FIELD LIGHTS	54.92
			4/11/16	900 W 13TH-RATHERT FIELD	435.82
			4/11/16	RATHERT FIELD LIGHTS	126.82
			4/11/16	1200 N FRANKLIN ST	69.57
			4/11/16	200 N EISENHOWER-SIGN	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/11/16	PAWNEE PARK LIGHT	31.12
			4/11/16	1900 THOMPSON-CONCESION	195.30
			4/11/16	302 W 18TH-BUFFALO SOLDIER	328.35
			4/11/16	2301 SVR-PLANTERS	22.50
			4/11/16	930 E GUNNER-PATH LIGHT	65.36
			4/11/16	920 E GUNNER-PATH LIGHT	75.17
			4/11/16	145 E ASH-RIVER WALK	183.90
			4/11/16	1821 CAROLINE AVE-BLUFFS	25.73
			4/11/16	900 W 12TH-PARK LIGHT	23.63
			4/11/16	5TH & EISENHOWER-SIGN	119.30
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	549.45
			4/01/16	KPERS #2	193.38
			4/01/16	KPERS INSURANCE	80.92
		ROTHWELL LANDSCAPE INC	3/18/16	SPRINKLER HEAD, HERITAGE P	29.99
				TOTAL:	14,742.47
SWIMMING POOL	GENERAL FUND	THREATTRACK SECURITY	3/18/16	Email AV Maint	20.70
			3/18/16	Computer AV Maint	59.70
		COX BUSINESS SERVICES	4/01/16	Pool - Internet Connection	47.95
			4/01/16	Pool - Phone	34.62
			3/01/16	Pool - Internet Connection	47.95
			3/01/16	Pool - Phone	34.64
		NEKOLOCKS	3/12/16	LOCKS AT POOL	57.00
		D. GERBER COMMERCIAL POOL PRODUCTS & S	4/07/16	POOL CHLORINE	9,000.00
		THE AMERICAN NATIONAL RED CROSS	4/04/16	2016 LTS FACILITY FEE, POO	360.00
		KANSAS GAS SERVICE	4/08/16	1017 W 5TH	31.26
		WESTAR ENERGY	4/11/16	5TH ST POOL	45.95
				TOTAL:	9,739.77
SPIN CITY	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	417.14
			4/01/16	MEDICARE WITHHOLDING	97.56
		CASH-WA DISTRIBUTING	4/11/16	SOUR PUNCH, FOAM CUPS	40.90
			4/11/16	SOUR PUNCH, FOAM CUPS	53.36
			4/11/16	CLEANING SUPPLIES	496.36
			4/11/16	DELIVERY FEE	5.00
			4/11/16	CM-SHORTAGE-FOOD/CANDY	15.49-
		VERIZON WIRELESS	4/07/16	1084 SC MGR MARRS	51.93
		THREATTRACK SECURITY	3/18/16	Email AV Maint	41.40
			3/18/16	Computer AV Maint	119.40
		COX BUSINESS SERVICES	4/01/16	Spin City - Cable	125.80
			4/01/16	Spin City - Internet	47.95
			4/01/16	Spin City - Telephone	82.34
			4/01/16	SC - Metro E	182.50
			3/01/16	Spin City - Cable	75.51
			3/01/16	Spin City - Internet	47.95
			3/01/16	Spin City - Telephone	82.38
			3/01/16	SC - Metro E	182.50
			3/01/16	Cable TV	28.37
		NEKOLOCKS	3/30/16	REKEY KNOB, SPIN CITY	33.00
		KANSAS GAS SERVICE	4/08/16	915 S WASHINGTON	508.64
		WESTAR ENERGY	4/11/16	915 S WASHINGTON-GOLF-SPIN	33.55
			4/11/16	915 S WASHINGTON-SPIN CITY	956.48
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	137.42
			4/01/16	KPERS #3	55.99
			4/01/16	KPERS INSURANCE	21.07
		SNACK EXPRESS	4/11/16	SANDWICHES, CO2 TANK, DRINK	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		RC SPORTS INC	4/11/16	SKATE MATE TRAINER-	2,040.00
			4/11/16	FREIGHT	214.00
		THE STUFF SHOP	4/11/16	REDEMPTION PRIZES	505.55
			4/11/16	REDEMPTION PRIZES	100.93
				TOTAL:	6,940.49
AIRPORT	GENERAL FUND	COX BUSINESS SERVICES	4/01/16	Airport - Internet Connect	47.95
			3/01/16	Airport - Internet Connect	47.95
		KANSAS GAS SERVICE	4/08/16	540 W 18TH ST	60.77
		WESTAR ENERGY	4/11/16	540 W 18TH-AIRPORT MAIN	357.94
			4/11/16	2619 N JACKSON-AIRPORT LIG	40.92
			4/11/16	520 AIRPORT RD	122.09
				TOTAL:	677.62
GOLF COURSE	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	444.93
			4/01/16	MEDICARE WITHHOLDING	104.04
		CENTURYLINK COMMUNICATION, INC.	4/11/16	GOLF COURSE	154.56
		REGELMAN LIQUOR STORE	4/11/16	LIQUOR FOR RESALE	48.85
		STAPLES ADVANTAGE	4/11/16	PRINTER INK	294.97
		PROPANE CENTRAL	4/08/16	PROPANE MAINT SHOP	302.10
		THREATTRACK SECURITY	3/18/16	Email AV Maint	62.10
			3/18/16	Computer AV Maint	79.60
		DEXTER PUMP SERVICE	4/08/16	IRRIGATION SYSTEM REPAIRS	6,059.74
		COX BUSINESS SERVICES	4/01/16	TV Charges	34.44
			4/01/16	Golf - Internet Connection	59.95
			4/01/16	Golf - Metro E	194.42
			3/01/16	Golf - Internet Connection	59.95
			3/01/16	Golf - Metro E	194.42
		CROWN DISTRIBUTORS, INC.	4/11/16	BEER FOR RESALE	72.09
			4/11/16	CROWN DISTRIBUTORS, INC.	95.32
			4/11/16	CROWN DISTRIBUTORS, INC.	96.12
		FLINT HILLS BEVERAGE LLC	4/11/16	BEVERAGES	66.26
			4/11/16	BEVERAGES	115.41
			3/25/16	BEER FOR RESALE	104.44
		FOOTJOY/TITLEIST	4/08/16	SPECIAL ORDER MERCH	119.99
			4/08/16	GOLF BALLS FOR RESALE	151.77
		GEARY COUNTY RWD #4	4/08/16	RURAL WATER SUPPLY	43.60
		GOLF MAX	4/08/16	GOLF CLUB GRIPS FOR RESALE	166.91
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #2	455.32
			4/01/16	KPERS #3	53.00
			4/01/16	KPERS INSURANCE	55.37
		NAPA AUTO PARTS OF J.C.	4/11/16	OIL FILTERS	432.28
			4/11/16	REPAIR/MAINT EQUIPMENT	9.48
			4/11/16	REPAIR EQUIPMENT	158.19
			4/11/16	MAINT EQUIPMENT	218.85
			4/11/16	REPAIR/MAINT EQUIPMENT	461.70
			4/11/16	REPAIR EQUIPMENT	48.88
			4/11/16	NAPA AUTO PARTS OF J.C.	46.50
			4/11/16	MAINT EQUIPMENT	40.39
			4/11/16	REPAIR EQUIPMENT	23.60
		NEX-TECH	4/11/16	GOLF COURSE	11.32
		SNACK EXPRESS	4/11/16	FOOD	165.75
			4/11/16	FOOD	205.75
			4/11/16	FOOD FOR RESALE	32.50
		VAN WALL EQUIPMENT	2/22/16	EQUIPMENT REPAIR PARTS	34.78
			4/08/16	EQUIP PARTS	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/08/16	EQUIP PARTS	63.89
			4/08/16	EQUIP PARTS	275.42
			4/08/16	EQUIP PARTS	36.94_
				TOTAL:	11,980.31
AMBULANCE	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	60.20
			4/01/16	MEDICARE WITHHOLDING	675.92
		CENTURYLINK COMMUNICATION, INC.	4/11/16	AMBULANCE	48.10
		VERIZON WIRELESS	4/04/16	IPAD-1	40.01
			4/04/16	IPAD-2	40.01
			4/04/16	IPAD-3	40.01
			4/04/16	223-1237 (M3)	8.02
			4/04/16	223-1238 (M4)	6.50
			4/04/16	223-1240 (M2)	6.24
			4/04/16	223-1243 (M1)	6.44
			4/04/16	223-7309 (CHIEF ROYSE)	0.00
			4/04/16	iPAD - 4 FD	57.96
			4/04/16	iPAD - 4 FD	429.99
		THREATTRACK SECURITY	3/18/16	Email AV Maint	1,097.10
			3/18/16	Computer AV Maint	318.40
		KA-COMM	4/11/16	SERVICE CONTRACT/MAINT AMB	173.50
			3/17/16	LIGHT REPAIR/M4	110.75
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox (50%)	80.91
			4/01/16	Fire Station 2 - Metro E 5	91.25
			4/01/16	Fire Station 2 - Phone 50%	65.11
			3/01/16	Phone Lines - Cox (50%)	77.58
			3/01/16	Fire Station 2 - Metro E 5	91.25
			3/01/16	Fire Station 2 - Phone 50%	65.16
		SOUTHEASTERN EMERGENCY EQUIPMENT	3/23/16	MEDICAL SUPPLIES	590.24
		DICK EDWARDS FORD	3/29/16	SENSOR KIT	48.08
		KANSAS GAS SERVICE	4/11/16	700 N JEFFERSON-MAR 2016	84.99
		WESTAR ENERGY	4/11/16	700 N JEFFERSON	704.52
			4/11/16	MUNICIPAL BLDG-POLE LIGHT	16.15
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	115.66
			4/01/16	KP&F	10,263.22
			4/01/16	KPERS INSURANCE	12.60
		MOORE MEDICAL LLC	2/15/16	MEDICAL SUPPLIES	215.05-
			3/23/16	MEDICAL SUPPLIES	4,720.47
		OMNI BILLING	4/05/16	AMBULANCE BILLING	4,542.35_
				TOTAL:	24,473.64
ANIMAL SHELTER	GENERAL FUND	GEARY COUNTY CLERK	4/11/16	FEB 2016-ANIMAL SHELTER FE	7,599.92_
				TOTAL:	7,599.92
COUNTY/INS ZONING SVCS	GENERAL FUND	CENTURYLINK COMMUNICATION, INC.	4/11/16	ZONING/COUNTY INSPECTION	14.80
		VERIZON WIRELESS	4/07/16	ZONING ADMINISTRATOR	35.80
		THREATTRACK SECURITY	3/18/16	Email AV Maint	41.40
			3/18/16	Computer AV Maint	39.80
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox	58.23
			3/01/16	Phone Lines - Cox	55.83
		WILLGRATTEN PUBLICATIONS LLC	4/11/16	TA 03-01-16	89.91
			4/11/16	LS-HS-04-01-16	73.44
			4/11/16	SERVICE CHARGE	2.28_
				TOTAL:	411.49
ENGINEERING	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	



DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/01/16	MEDICARE WITHHOLDING	4.25
		VERIZON WIRELESS	4/07/16	ENGINEERING ASSISTANT	32.24
		THREATTRACK SECURITY	3/18/16	Email AV Maint	82.80
			3/18/16	Computer AV Maint	99.50
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox	108.90
			3/01/16	Phone Lines - Cox	104.42
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #2	33.45
			4/01/16	KPERS INSURANCE	3.64
		KAW VALLEY ENGINEERING, INC	3/31/16	PROFESSIONALSVCS THRU 03/2	850.00_
				TOTAL:	1,337.36
CODES ENFORCEMENT	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	450.87
			4/01/16	MEDICARE WITHHOLDING	105.44
		CENTURYLINK COMMUNICATION, INC.	4/11/16	CODE ENFORCEMENT	37.00
		VERIZON WIRELESS	4/07/16	SENIOR INSPECTOR	32.24
			4/07/16	INSPECTOR INSPECTOR	32.24
			4/07/16	INSPECTORS IPAD2	48.29
			4/07/16	SENIOR INSPECTOR IPAD2	48.98
			4/07/16	INSPECTORS1 INSPECTORS	78.23
			4/07/16	INSPECTORS2 INSPECTORS	32.24
			4/07/16	INSPECTOR1 IPAD4	40.01
			4/07/16	INSPECTOR2 IPAD4	40.01
		CHAMPIONS CAR AND TRUCK WASH	4/07/16	TRUCK 726	4.88
			4/07/16	TRUCK BLIGHT 1	9.28
		THREATTRACK SECURITY	3/18/16	Email AV Maint	103.50
			3/18/16	Computer AV Maint	99.50
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox	92.01
			3/01/16	Phone Lines - Cox	88.23
		GEARY COUNTY REGISTER DEEDS	4/07/16	LIEN RELEASE-04/05/2016	111.00
		WILLGRATTEN PUBLICATIONS LLC	4/11/16	S-3172 ORDINANCE	28.77
			4/11/16	BIDS DEMO 1032 S WASHINGTO	40.53
			4/11/16	CODE CH 235 BLIGHT	191.11
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	492.43
			4/01/16	KPERS #2	122.31
			4/01/16	KPERS #3	120.26
			4/01/16	KPERS INSURANCE	80.06_
				TOTAL:	2,529.42
POLICE	GENERAL FUND	INTERNAL REVENUE SERVICE	3/29/16	SOCIAL SECURITY WITHHOLDIN	70.93
			4/01/16	SOCIAL SECURITY WITHHOLDIN	1,176.37
			4/01/16	SOCIAL SECURITY WITHHOLDIN	1,155.89
			3/29/16	MEDICARE WITHHOLDING	16.59
			4/01/16	MEDICARE WITHHOLDING	1,417.95
			4/01/16	MEDICARE WITHHOLDING	330.21
			4/01/16	MEDICARE WITHHOLDING	14.70
		CENTURYLINK COMMUNICATION, INC.	4/11/16	POLICE/DISPATCH	404.49
			4/11/16	PD-MAR 2016(PHONE BILL)	1,006.04
		VERIZON WIRELESS	4/04/16	PD CELL MARCH 2015	1,049.39
		CENTURY BUSINESS TECHNOLOGIES	3/22/16	Records Copier	113.28
			3/22/16	Investigations Copier	113.29
			4/04/16	Records Copier	157.50
			4/04/16	Investigations Copier	157.50
		STAPLES ADVANTAGE	4/04/16	MESSAGE PADS/FRAMES	41.88
			4/04/16	TOWELS/LINER/TPAPER	130.68
		U.S. CELLULAR	4/11/16	130187005 DATA PLANS	35.98
		THREATTRACK SECURITY	3/18/16	Email AV Maint	1

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			3/18/16	Computer AV Maint	1,094.50
			3/18/16	Email AV Maint	310.50
			3/18/16	Computer AV Maint	119.40
		CONTINENTAL PROFESSIONAL LAUNDRY	3/31/16	124003 UNIFORM CLEANING	75.85
			3/31/16	124021 UNIFORM CLEANING	7.40
			3/31/16	124034 UNIFORM CLEANING	11.10
			4/04/16	124076 UNIFORM CLEANING	14.80
			4/04/16	124077 UNIFORM CLEANING	37.00
			4/08/16	124084 UNIFORM CLEANING	77.70
			4/08/16	124091 UNIFORM CLEANING	25.90
		KA-COMM	4/11/16	SERVICE CONTRACT/MAINT POL	188.50
			4/11/16	SERVICE CONTRACT/MAINT POL	188.50
			4/08/16	138024 ACC PLUG/COMP MOUNT	35.45
			4/08/16	138025 POOR TX / RX	15.00
			4/08/16	138048 WIRE PALM MIC KIT	216.30
			4/08/16	138140 REMOTE CALL CONTROL	186.00
			4/08/16	138150 HEADSET STATIC	75.00
			4/08/16	138156 EXTERNAL SPEAKER #2	45.00
			4/08/16	138220 R&R PUSH BUMPER #20	1,172.50
			4/08/16	138222 PTT BUTTON	17.17
			4/08/16	138303 DATA BACKBONE SYSTE	150.00
			4/08/16	138303 DATA BACKBONE SYSTE	150.00
			4/08/16	138351 PA CONTROL #210	222.50
		COX BUSINESS SERVICES	4/01/16	City - Fiber Internet	3,000.00
			4/01/16	TV Charges	303.56
			3/01/16	City - Fiber Internet	3,000.00
		CORYELL INSURORS, INC.	4/04/16	24526 NOTARY BOND #770	50.00
			4/04/16	NOTARY FILING FEE #770	25.00
			4/04/16	NOTARY FILING FEE #735	25.00
		O&S WINDOW CLEANING	3/31/16	767730 PD WINDOW CLEANING	725.00
		GEARY COUNTY SHERIFF	4/07/16	JAIL EXPENSE FEBRUARY 2016	28,750.00
			4/07/16	JAIL EXPENSE MARCH 2016	28,750.00
		GROSS WRECKER SERVICE	4/08/16	54872 TOWING FEES #206	84.00
		KANSAS GAS SERVICE	4/08/16	312 E 9TH	471.39
			4/08/16	210 E 9TH	348.68
		WESTAR ENERGY	4/11/16	239 E 9TH-MARCH 2016	448.25
			4/11/16	210 E 9TH-JCPD	2,409.91
			4/11/16	312 E 9TH-JCPD STORAGE	302.35
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	655.20
			4/01/16	KPERS #1	529.57
			4/01/16	KP&F	18,317.41
			4/01/16	KP&F	1,223.78
			4/01/16	KP&F	214.54
			4/01/16	KPERS #2	145.20
			4/01/16	KPERS #2	622.87
			4/01/16	KPERS #3	193.26
			4/01/16	KPERS #3	630.67
			4/01/16	KPERS INSURANCE	126.25
			4/01/16	KPERS INSURANCE	194.22
		LANNY WOLF'S BODY SHOP	4/11/16	14551 REPAIR UNIT 204	1,965.60
		NAPA AUTO PARTS OF J.C.	4/08/16	328602 THERMOSTAT #223	29.71
			4/08/16	328983 BRAKE PADS #208B	67.75
		NEX-TECH	4/11/16	POLICE/DISPATCH	15.82
		SERVICEMASTER	4/04/16	5058 APR 16 PD JANITORIAL	798.00
		THERMAL COMFORT AIR, INC	4/11/16	141083 RED FLAG ITEMS PD	1,433.10
		TASER INTERNATIONAL	4/08/16	TASER CARTRIDGES/BTTY PK	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		ROTHWELL LANDSCAPE INC	4/08/16	2016-632 IRRIGATION VALVE	769.92
		WEST PAYMENT CENTER	4/11/16	833761429 CLEAR SUBSCRIPTI	192.72
				TOTAL:	110,104.08
FIRE	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	29.65
			4/01/16	MEDICARE WITHHOLDING	1,160.99
		CENTURYLINK COMMUNICATION, INC.	4/11/16	FIRE	48.10
		VERIZON WIRELESS	4/04/16	209-0124 (STN 2 CAPT)	5.45
			4/04/16	209-0255 (BC)	51.93
			4/04/16	209-0668 (STN 1 CAPT)	5.45
		KA-COMM	4/11/16	SERVICE CONTRACT/MAINT FIR	173.50
			3/23/16	RADIO REPAIR/E30	110.00
			3/23/16	RADIO REPAIR/E2	211.00
		CONRAD FIRE EQUIPMENT	3/22/16	SEAT BELT/E20	131.45
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox (50%)	80.91
			4/01/16	Fire Station 2 - Metro E 5	91.25
			4/01/16	Fire Station 2 - Phone 50%	65.11
			3/01/16	Phone Lines - Cox (50%)	77.58
			3/01/16	Fire Station 2 - Metro E 5	91.25
			3/01/16	Fire Station 2 - Phone 50%	65.16
		NEKOLOCKS	3/30/16	KEY, FIRE DEPT.	15.00
		KANSAS GAS SERVICE	4/11/16	700 N JEFFERSON-MAR 2016	84.99
			4/08/16	2245 LACY DR-FIRE	223.28
		WESTAR ENERGY	4/11/16	700 N JEFFERSON	704.52
			4/11/16	MUNICIPAL BLDG-POLE LIGHT	16.15
			4/11/16	2245 LACY-FIRESTATION#2	785.70
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	56.96
			4/01/16	KP&F	17,026.41
			4/01/16	KPERS INSURANCE	6.20
				TOTAL:	21,317.99
STREET	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	860.75
			4/01/16	MEDICARE WITHHOLDING	201.31
		VERIZON WIRELESS	4/07/16	IBARRA-223-1232	51.93
			4/07/16	223-1241--UTILITY 1	25.99
			4/07/16	ON CALL-223-1508	25.99
			4/07/16	ROETHER-375-8899	61.92
			4/07/16	BERGMAN-761-5218	25.99
			4/07/16	HORN-761-5254	28.02
			4/07/16	HALL-761-5396	25.99
			4/07/16	LEWIS-761-5415	51.93
			4/07/16	TENORIO-761-5450	25.99
		CENTURY BUSINESS TECHNOLOGIES	3/22/16	Copier - PW	8.75
			3/22/16	Copier - PW Overage Charge	5.86
			3/22/16	Copier - PW	17.50
		THREATTRACK SECURITY	3/18/16	Email AV Maint	186.30
			3/18/16	Computer AV Maint	139.30
		MIDWEST CONCRETE MATERIALS	3/17/16	12 CY CONC - 332 W 10TH	1,398.00
			3/23/16	CONCRETE	326.25
			3/25/16	CONCRETE	112.00
			3/25/16	CONCRETE	323.70
			3/25/16	CONCRETE	168.66
			3/30/16	CONCRETE	399.50
		SUMMIT TRUCK GROUP	4/05/16	JACK STAND DISPLAY	75.00
		CENTRAL POWER SYSTEMS & SERVICES	3/31/16	FITTING & ADAPTER - STOCK	9.61
			4/04/16	EQUIPMENT PARTS	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		COX BUSINESS SERVICES	4/01/16	Public Works - Metro E - 2	45.63
			4/01/16	Public Works - Telephone -	56.90
			3/01/16	Public Works - Metro E - 2	45.63
			3/01/16	Public Works - Telephone -	56.94
		BD4 DISTRIBUTING, INC.	3/31/16	PAPER PRODUCTS	91.81
		DS&O RURAL ELECTRIC	4/11/16	REPLACEMENT LIGHTS	6,935.64
		CLASS C SOLUTIONS GROUP	3/18/16	HEX PIPE CAP FTG-ALL	26.20
			3/24/16	HEX PIPE CAPS	29.62
			3/29/16	PIPE FITTING	12.70
			3/22/16	FLEET SHOP PIECES	193.00
		DAVE'S ELECTRIC, INC.	3/28/16	14TH/JACKSON SIGNAL	263.00
			3/28/16	MUNI BLDG GENERATOR WRK	208.00
			3/28/16	WASHINGTON STR. LIGHTS	733.31
			4/01/16	PW OUTLETS	54.73
		CINTAS CORPORATION	3/18/16	SERVICE MED BOXES	16.01
		SANTANDER LEASING LLC	4/11/16	LOADER LEASE PURCHASE	22,494.25
		GEARY COUNTY PUBLIC WORKS	4/07/16	MARCH 2016 TRANSFER TICKET	649.85
		KEY OFFICE EQUIPMENT	3/31/16	BINDERS & COPY PAPER	28.40
		KANSAS GAS SERVICE	4/11/16	2324 N JACKSON-FEB 2016	101.22
			4/08/16	2324 1/2 N JACKSON	163.47
		WESTAR ENERGY	4/11/16	2324 N JACKSON-PUBLIC WORK	768.97
			4/11/16	2324 N JACKSON-BUILDING	1,752.09
			4/11/16	825 CRESTVIEW-ST LIGHTS	23.63
			4/11/16	101 E 6TH STREET-SIGNAL	87.34
			4/11/16	JUNCTION CITY	280.16
			4/11/16	107 S WASHINGTON-ST LIGHTS	24.08
			4/11/16	915 W 4TH-ST LIGHTS	17.91
			4/11/16	9TH&100 BLK W 9TH-ST LIGHT	31.70
			4/11/16	9TH & FILLEY-ST LIGHTS	62.27
			4/11/16	920 SPRUCE ST-ST LIGHTS	23.63
			4/11/16	SPRUCE & BUNKERHILL-ST LIG	27.45
			4/11/16	UTILITY PARKING LOT-ST LIG	70.77
			4/11/16	UTILITY PARKING LOT-ST LIG	70.77
			4/11/16	JEFFERSON-BETWEEN 6TH-ST L	128.15
			4/11/16	MINNICK PARKING LOT-ST LIG	136.51
			4/11/16	PARKING LOT-	109.81
			4/11/16	102 GRANT AVE	78.52
			4/11/16	1500 ST MARYS-ST LIGHTS	23.63
			4/11/16	1632 N WASHINGTON-ST LIGHT	24.08
			4/11/16	1935 NORTHWIND-ST LIGHTS	25.62
			4/11/16	1935 NORTHWIND-ST LIGHTS	26.30
			4/11/16	825 N JACKSON ST-ST LIGHTS	10.50
			4/11/16	11TH ST & JACKSON SCHOOL X	10.50
			4/11/16	807 N WASHINGTON-ST LIGHT	252.76
			4/11/16	615 N WASHINGTON-ST LIGHTS	174.75
			4/11/16	716 N WASHINGTON-ST LIGHTS	331.59
			4/11/16	132 N EISENHOWER-ST LIGHT	23.85
			4/11/16	1419 N JEFFERSON-ST LIGHTS	24.18
			4/11/16	1618 N JEFFERSON-ST LIGHTS	24.08
			4/11/16	2800 GATEWAY-ST LIGHT	88.45
			4/11/16	1200 S WASHINGTON-ST LIGHT	303.54
			4/11/16	316 N US HWY 77-FLASHER	24.62
			4/11/16	600 W 6TH-ST LIGHT	66.91
			4/11/16	401 CAROLINE CT-ST LIGHT	63.45
			4/11/16	351 E CHESTNUT-ST LIGHT	321.49
			4/11/16	ST MARYS CEMETARY-SIREN	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/11/16	INDUSTRIAL PARK-ST LIGHT	93.39
			4/11/16	601 W CHESTNUT-FLAG	23.63
			4/11/16	902 E CHESTNUT-ST LIGHTS	384.29
			4/11/16	1222 W 8TH-SIREN	23.73
			4/11/16	CIVIL DEFENSE-SIREN	37.52
			4/11/16	CIVIL DEFENSE-SIREN	37.52
			4/11/16	630 1/2 E TORNADO SIREN	34.82
			4/11/16	1804 N JACKSON SIREN	33.89
			4/11/16	403 GRANT AVE-SIREN	26.42
			4/11/16	703 W ASH-SIREN	23.63
			4/11/16	1102 ST MARYS RD-SIREN	25.07
			4/11/16	2022 LACY DRIVE-SIREN	23.63
			4/11/16	701 SOUTHWIND-SIREN	26.30
			4/11/16	CIVIL DEFENSE SIREN	37.52
			4/11/16	117 S WASHINGTON-SIGNAL	91.23
			4/11/16	316 N US-HWY 77 & MCFARLAN	74.61
			4/11/16	604 S ADAMS-ST LIGHTS	88.08
			4/11/16	641 GARFIELD	100.76
			4/11/16	599 EISENHOWER	14.82
			4/11/16	6TH & WEBSTER	167.20
			4/11/16	6TH & JACKSON	47.59
			4/11/16	6TH & MADISON	41.80
			4/11/16	127 E 6TH	88.89
			4/11/16	8TH & JEFFERSON	79.30
			4/11/16	8TH & JEFFERSON	318.86
			4/11/16	439 W 8TH	28.60
			4/11/16	8TH & WASHINGTON	35.33
			4/11/16	124 E 9TH	71.15
			4/11/16	1501 N JACKSON	85.81
			4/11/16	1760 W ASH	69.94
			4/11/16	312 N WASHINGTON-BLINKER	23.96
			4/08/16	601 E CHESTNUT-ST LIGHT	440.78
			4/08/16	1423 N WASHINGTON-ST LIGHT	24.18
			4/08/16	2631 OAKWOOD-SIREN	24.08
			4/08/16	ST LIGHTS-MAR 2016	28,750.38
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	148.41
			4/01/16	KPERS #2	735.48
			4/01/16	KPERS #3	316.62
			4/01/16	KPERS INSURANCE	130.78
		NAPA AUTO PARTS OF J.C.	3/30/16	FITTINGS FOR ALL	4.79
			4/04/16	TIE ROD #610	112.80
			4/04/16	BRAKLEEN	30.19
			4/06/16	#610 BALL JOINTS	109.84
			4/01/16	BRAKE PADS FRO #610	99.99
		CRAFCO, INC.	3/16/16	WIRE FOR BILLY GOAT #609	419.50
		CINTAS #451	3/29/16	WKLY MATS AND TOWELS	31.34
			4/05/16	WKLY OFF MATS & SHOP TWLS	29.58
		VICTOR L PHILLIPS CO	3/31/16	BACKHOE TRANSMISSION	18,002.09
			4/06/16	PO OVERAGE/NEW INVOICE	1,405.09-
				TOTAL:	92,654.44
COURT	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	367.73
			4/01/16	SOCIAL SECURITY WITHHOLDIN	239.28
			4/01/16	MEDICARE WITHHOLDING	86.00
			4/01/16	MEDICARE WITHHOLDING	55.97
		CENTURYLINK COMMUNICATION, INC.	4/11/16	MUNICIPAL COURT	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		VERIZON WIRELESS	4/07/16	323-7174-CITY ATTORNEY	51.93
		CLARK & PLATT, CHTD.	3/29/16	APPOINTED ATTNY FEES	250.00
			3/29/16	APPOINTED ATTNY FEES	250.00
			3/29/16	APPOINTED ATTNY FEES	250.00
			3/29/16	APPOINTED ATTNY FEES	250.00
			3/29/16	APPOINTED ATTNY FEES	250.00
		THREATTRACK SECURITY	3/18/16	Email AV Maint	124.20
			3/18/16	Computer AV Maint	119.40
			3/18/16	Email AV Maint	62.10
			3/18/16	Computer AV Maint	59.70
		PURVIS LAW OFFICE LLC	4/01/16	APPOINTED ATTNY FEES	250.00
			4/01/16	APPOINTED ATTNY FEES	250.00
		JOSHUA DOUGLASS	4/11/16	PAYMENT EVERY TWO WEEKS	2,500.00
		KA-COMM	3/23/16	TELEPHONE HEAD SET	237.25
		COX BUSINESS SERVICES	4/01/16	Phone Lines - Cox	144.93
			3/01/16	Phone Lines - Cox	138.97
		KEY OFFICE EQUIPMENT	4/12/16	LABELS,PENS,ENVELOPES,TONE	194.31
		KANSAS GAS SERVICE	4/11/16	701 N JEFFERSON-MAR 2016	107.44
		WESTAR ENERGY	4/11/16	701 N JEFFERSON-MUNICIPAL	288.69
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	583.45
			4/01/16	KPERS #1	110.59
			4/01/16	KPERS #2	208.67
			4/01/16	KPERS INSURANCE	63.57
			4/01/16	KPERS INSURANCE	34.78
		INCODE	4/01/16	Web - Court Inquiry	100.00
			3/23/16	Receipt Printer Maintenanc	531.47-
			3/23/16	Bar Code Scanner Maintenanc	233.85-
		RC HOBBIES	4/04/16	LETTER NEW CITY COURT DOOR	61.00
		CINTAS #451	4/11/16	CM-OVERPAID ON INVOICE	0.50-
			3/31/16	RUGS AND MATS	27.36
		MISC	3/31/16	Bond Refund:15-03640 -02	214.00_
				TOTAL:	7,208.95
JC OPERA HOUSE	GENERAL FUND	CL HOOVER OPERA HOUSE	4/11/16	2ND QTR 2016 BUDGET DIST.	40,000.00
		CENTURYLINK COMMUNICATION, INC.	4/11/16	OPERA HOUSE	37.00
		KANSAS GAS SERVICE	4/08/16	133 W 7TH-(OPERA)-MAR 2016	174.38
		WESTAR ENERGY	4/08/16	135 W 7TH-MAR 2016(OPERA)	2,224.15_
				TOTAL:	42,435.53
RECREATION	GENERAL FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	240.59
			4/01/16	MEDICARE WITHHOLDING	56.28
		CENTURYLINK COMMUNICATION, INC.	4/11/16	RECREATION	83.10
		VERIZON WIRELESS	4/07/16	3067 REC MGR SWIHART	51.93
		THREATTRACK SECURITY	3/18/16	Email AV Maint	82.80
			3/18/16	Computer AV Maint	59.70
		EAGLE COMMUNICATIONS	3/31/16	JC POST AD 3/1 - 5/31/16	120.00
		COX BUSINESS SERVICES	4/01/16	12th St Internet Connectio	47.95
			4/01/16	12th Street Metro E	182.50
			4/01/16	12th Street Phones	82.34
			3/01/16	12th St Internet Connectio	47.95
			3/01/16	12th Street Metro E	182.50
			3/01/16	12th Street Phones	82.38
		DONNA SWIHART	4/11/16	TRVL REIMB-MANHATTAN-3/16/	25.30
		BD4 DISTRIBUTING, INC.	3/24/16	LEMON DISINFECTING WIPES	45.60
			3/31/16	DISINFECTING WIPES	45.60
		YNONNE COLE	4/08/16	2 ROOM DEP REFUNDS-0407201	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		KANSAS GAS SERVICE	4/08/16	1002 W 12TH	389.58
		WESTAR ENERGY	4/11/16	1002 W 12TH-COMMUNITY/P LI	1,568.91
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #2	130.38
			4/01/16	KPERS INSURANCE	14.20
		HAROLD MACUMBER	4/07/16	TROPHIES FOR 3 ON 3 TOURN	44.50
		MASSCO	2/25/16	NEW VACUUM AND BAGS	303.66
		THE PRINTERY	3/30/16	BUSINESS CARDS FOR DONNA	55.00
		CINTAS #451	3/30/16	4X6 GRAY MAT	47.78
				TOTAL:	4,040.53
EMERGENCY SHELTER	GRANTS	OPEN DOOR COMM. HOUSE	4/11/16	MARCH 2016 ESG GRANT PROCE	2,389.64
				TOTAL:	2,389.64
FEDERAL EXCHANGE TRANS GRANTS		BAYER CONSTRUCTION CO.	4/08/16	KLINK 2015	89,199.45
		NOWAK CONSTRUCTION	4/01/16	SEWER RELOCATION K-18 & US	91,750.53
				TOTAL:	180,949.98
KDOT GRANTS	GRANTS	BAYER CONSTRUCTION CO.	4/08/16	KLINK 2015	89,199.45
		NOWAK CONSTRUCTION	4/01/16	SEWER RELOCATION K-18 & US	290,543.33
				TOTAL:	379,742.78
NON-DEPARTMENTAL	WATER FUND	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	1,279.67
			4/01/16	SOCIAL SECURITY WITHHOLDIN	891.02
			4/01/16	MEDICARE WITHHOLDING	208.40
		KANSAS PAYMENT CENTER	4/01/16	GARNISHMENT	60.00
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	197.77
		ACCOUNT RECOVERY SPECIALISTS, INC.	4/01/16	GARNISHMENT	3.75
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	452.49
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	295.43
			4/01/16	KPERS #2	370.68
			4/01/16	KPERS #3	242.38
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	181.98
		FLEXIBLE SPENDING ACCOUNT #1074334	4/01/16	DEPENDENT CARE ACCT 10743	27.08
				TOTAL:	4,210.65
WATER DISTRIBUTION	WATER FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	386.88
			4/01/16	MEDICARE WITHHOLDING	90.49
		O'REILLY AUTO PARTS	4/04/16	PWR STG HOSE	11.09
		MIDWEST CONCRETE MATERIALS	3/18/16	2 CY CONC - 5TH/WASH-HERT.	308.00
			3/22/16	8 SACK CONCRETE	699.00
			3/25/16	CONCRETE	175.34
			3/25/16	CONCRETE	91.36
			3/24/16	GRAVEL	101.18
		KANSAS ONE-CALL SYSTEMS, INC.	3/31/16	MARCH 2016 LOCATES	180.50
		SUMMIT TRUCK GROUP	4/05/16	JACK STAND DISPLAY	75.00
		CENTRAL POWER SYSTEMS & SERVICES	3/31/16	FITTING & ADAPTER - STOCK	6.88
			4/04/16	EQUIPMENT PARTS	55.72
		BD4 DISTRIBUTING, INC.	3/31/16	PAPER PRODUCTS	49.73
		CLASS C SOLUTIONS GROUP	3/18/16	HEX PIPE CAP FTG-ALL	16.38
			3/24/16	HEX PIPE CAPS	21.17
			3/29/16	PIPE FITTING	9.09
			3/22/16	FLEET SHOP PIECES	160.85
		DAVE'S ELECTRIC, INC.	4/01/16	PW OUTLETS	39.10
		CINTAS CORPORATION	3/18/16	SERVICE MED BOXES	10.00
		MUNICIPAL PIPE SERVICES	3/24/16	10" TEAM VALVE & INSTALL	11,100.00
		SANTANDER LEASING LLC	4/11/16	LOADER LEASE PURCHASE	11

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		KEY OFFICE EQUIPMENT	3/31/16	BINDERS & COPY PAPER	20.29
		KANSAS GAS SERVICE	4/11/16	2324 N JACKSON-FEB 2016	101.21
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	74.04
			4/01/16	KPERS #2	401.55
			4/01/16	KPERS #3	115.45
			4/01/16	KPERS INSURANCE	64.39
		NAPA AUTO PARTS OF J.C.	3/23/16	HYDRLC HSE AND FTTGS-#896	27.64
			3/30/16	FITTINGS FOR ALL	3.42
			4/04/16	BRAKLEEN	15.10
			4/06/16	#107 PWR STEERING	10.99
		CINTAS #451	3/29/16	WKLY MATS AND TOWELS	26.12
			4/05/16	WKLY OFF MATS & SHOP TWLS	27.00
				TOTAL:	25,722.09
WATER PLANT	WATER FUND	HDR ENGINEERING INC	3/09/16	PRO. SVCS 01/24/16-02/20/1	9,562.00
				TOTAL:	9,562.00
WATER ADMINISTRATION	WATER FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	504.18
			4/01/16	MEDICARE WITHHOLDING	117.92
		VERIZON WIRELESS	4/07/16	209-1393=METER READER	32.24
			4/07/16	210-9199=METER READER	32.26
			4/07/16	223-2321-Meter Reader 3	32.24
			4/07/16	223-1358=CITY TREASURER	51.93
			4/07/16	307-8209=IPAD, Meter Reade	48.29
			4/07/16	307-8254=IPAD, Meter Reade	48.29
		GEARY COMMUNITY HOSPITAL	3/24/16	NEW HIRE BOGLE	65.00
		BRINKS INCORPORATED	4/12/16	WATER-MARCH 2016	215.28
		KANSAS GAS SERVICE	4/08/16	900 W SPRUCE	31.88
			4/08/16	2232 W ASH TOWER	31.88
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	380.07
			4/01/16	KPERS #2	167.98
			4/01/16	KPERS #3	255.51
			4/01/16	KPERS INSURANCE	87.54
		INCORE	4/01/16	Web - Utilities Inquiry -	106.68
		THE PRINTERY	4/11/16	WATER-WINDOW ENV. W/O/IMPR	245.00
				TOTAL:	2,454.17
NON-DEPARTMENTAL	SEWER FUND	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	1,192.44
			4/01/16	SOCIAL SECURITY WITHHOLDIN	863.54
			4/01/16	MEDICARE WITHHOLDING	201.98
		KANSAS PAYMENT CENTER	4/01/16	GARNISHMENT	60.00
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	200.77
		ACCOUNT RECOVERY SPECIALISTS, INC.	4/01/16	GARNISHMENT	3.75
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	419.49
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	302.65
			4/01/16	KPERS #2	355.55
			4/01/16	KPERS #3	221.34
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	181.97
		FLEXIBLE SPENDING ACCOUNT #1074334	4/01/16	DEPENDENT CARE ACCT 10743	27.08
				TOTAL:	4,030.56
WATER DISTRIBUTION	SEWER FUND	VERIZON WIRELESS	4/07/16	ROGERS-761-5094	25.99
			4/07/16	761-5237-DEPT	25.99
			4/07/16	761-5283--STREET 5	25.99
			4/07/16	HAYHURST-761-5293	25.99
		CENTURY BUSINESS TECHNOLOGIES	3/22/16	Copier - PW	



DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			3/22/16	Copier - PW Overage Charge	5.86
			3/22/16	Copier - PW	17.50
		COX BUSINESS SERVICES	4/01/16	Public Works - Metro E - 2	45.63
			4/01/16	Public Works - Telephone -	56.90
			3/01/16	Public Works - Metro E - 2	45.63
			3/01/16	Public Works - Telephone -	56.94_
				TOTAL:	341.17
WATER ADMINISTRATION	SEWER FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	20.86
			4/01/16	MEDICARE WITHHOLDING	4.88
		CENTURYLINK COMMUNICATION, INC.	4/11/16	WATER ADMINISTRATION	110.11
		THREATTRACK SECURITY	3/18/16	Email AV Maint	186.30
			3/18/16	Computer AV Maint	199.00
		COX BUSINESS SERVICES	4/01/16	TV Charges	16.00
			4/01/16	Phone Lines - Cox	216.03
			3/01/16	Cable TV	51.20
			3/01/16	Phone Lines - Cox	207.14
		WESTAR ENERGY	4/11/16	2232 W ASH-WATER TOWER	124.47
			4/11/16	2100 N JACKSON-WATER	259.62
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #2	2.64
			4/01/16	KPERS #3	28.48
			4/01/16	KPERS INSURANCE	3.39
		INCODE	3/23/16	Bar Code Scanner Maint - 3	77.96-
			3/23/16	Bar Code Scanner Maint - 3	77.96-
			3/23/16	Bar Code Scanner Maint - 3	77.96-
			3/23/16	Bar Code Scanner Maint - 3	77.96-
			3/23/16	Receipt Printer Maint - 34	175.97-
			3/23/16	Receipt Printer Maint - 34	175.97-
			3/23/16	Receipt Printer Maint - 34	175.97-
			3/23/16	Receipt Printer Maint - 34	175.97-
		XEROX CORPORATION	4/01/16	Water Dept Copier	177.39_
				TOTAL:	591.79
SEWER DISTRIBUTION	SEWER FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	385.86
			4/01/16	MEDICARE WITHHOLDING	90.23
		O'REILLY AUTO PARTS	4/04/16	PWR STG HOSE	11.10
		VERIZON WIRELESS	4/07/16	MARSTON-761-5354	25.99
			4/07/16	761-5373-DEPT	25.99
		CENTURY BUSINESS TECHNOLOGIES	3/22/16	Copier - PW	8.75
			3/22/16	Copier - PW Overage Charge	5.86
			3/22/16	Copier - PW	17.50
		MIDWEST CONCRETE MATERIALS	3/25/16	CONCRETE	175.34
			3/25/16	CONCRETE	91.36
		KANSAS ONE-CALL SYSTEMS, INC.	3/31/16	MARCH 2016 LOCATES	180.50
		SUMMIT TRUCK GROUP	4/05/16	JACK STAND DISPLAY	75.00
		CENTRAL POWER SYSTEMS & SERVICES	3/31/16	FITTING & ADAPTER - STOCK	6.88
			4/04/16	EQUIPMENT PARTS	55.72
		KEY EQUIPMENT	4/01/16	SEWER CAMERA WORK	669.29
		COX BUSINESS SERVICES	4/01/16	Public Works - Metro E - 2	45.62
			4/01/16	Public Works - Telephone -	56.89
			3/01/16	Public Works - Metro E - 2	45.62
			3/01/16	Public Works - Telephone -	56.94
		BD4 DISTRIBUTING, INC.	3/31/16	PAPER PRODUCTS	49.73
		CLASS C SOLUTIONS GROUP	3/18/16	HEX PIPE CAP FTG-ALL	16.38
			3/24/16	HEX PIPE CAPS	21.17
			3/29/16	PIPE FITTING	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			3/22/16	FLEET SHOP PIECES	160.85
		DAVE'S ELECTRIC, INC.	4/01/16	PW OUTLETS	39.10
		CINTAS CORPORATION	3/18/16	SERVICE MED BOXES	10.00
		SANTANDER LEASING LLC	4/11/16	LOADER LEASE PURCHASE	11,247.13
		KEY OFFICE EQUIPMENT	3/31/16	BINDERS & COPY PAPER	20.29
		KANSAS GAS SERVICE	4/11/16	2324 N JACKSON-FEB 2016	101.21
		WESTAR ENERGY	4/08/16	1452 CANDLELIGHT LIFT PUMP	148.24
			4/08/16	1121 CYPRESS-LIFT PUMP	84.44
			4/08/16	100 HOOVER LIFT PUMP	194.30
			4/08/16	1935 NORTHWIND-LIFT PUMP	155.60
			4/08/16	630 E ST LIFT PUMP	156.50
			4/08/16	400 E CHESTNUT LIFT PUMP	191.15
			4/08/16	2309 N JACKSON- LIFT PUMP	147.14
			4/08/16	948 GRANT AVE LIFT PUMP	69.94
			4/08/16	1001 GOLDENBELT LIFT PUMP	45.28
			4/08/16	500 E ASH LIFT PUMP	27.20
			4/08/16	1701 GOLDENBELT BLVD LIFT	99.16
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	74.04
			4/01/16	KPERS #2	374.77
			4/01/16	KPERS #3	137.36
			4/01/16	KPERS INSURANCE	63.85
		MUNICIPAL SUPPLY INC	4/07/16	CM-TAX EXEMPT	272.80-
		NAPA AUTO PARTS OF J.C.	3/23/16	HYDRLC HSE AND FTTGS-#896	27.64
			3/30/16	FITTINGS FOR ALL	3.42
			4/04/16	BRACLEEN	15.09
			4/06/16	#107 PWR STEERING	10.98
		INDUSTRIAL CHEM LABS	3/24/16	LIFT STATION DEGREASER	676.71
		CINTAS #451	3/29/16	WKLY MATS AND TOWELS	26.12
			4/05/16	WKLY OFF MATS & SHOP TWLS	27.00_
				TOTAL:	16,188.52
SEWER ADMINISTRATION	SEWER FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	456.80
			4/01/16	MEDICARE WITHHOLDING	106.83
		GEARY COMMUNITY HOSPITAL	3/24/16	NEW HIRE BOGLE	65.00
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	391.15
			4/01/16	KPERS #2	168.94
			4/01/16	KPERS #3	172.92
			4/01/16	KPERS INSURANCE	79.84
		INCODE	4/01/16	Web - Utilities Inquiry -	106.66
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
		THE PRINTERY	4/11/16	SEWER-WINDOW ENV. W/OIMPRI	245.00_
				TOTAL:	777.46
NON-DEPARTMENTAL	STORM WATER	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	189.84
			4/01/16	SOCIAL SECURITY WITHHOLDIN	142.93
			4/01/16	MEDICARE WITHHOLDING	33.42
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	64.64
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	71.34
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
			4/01/16	KPERS #2	59.49
			4/01/16	KPERS #3	15.17
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	43.44
		FLEXIBLE SPENDING ACCOUNT #1074334	4/01/16	DEPENDENT CARE ACCT 10743	13.54_
				TOTAL:	711.57
STORM WATER ADMINISTRA	STORM WATER	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	142.92
			4/01/16	MEDICARE WITHHOLDING	33.41
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	119.66
			4/01/16	KPERS #2	91.31
			4/01/16	KPERS #3	23.21
			4/01/16	KPERS INSURANCE	25.52
		KAW VALLEY ENGINEERING, INC	4/11/16	PRICES RAVINE DETENTION PO	16,719.20_
				TOTAL:	17,155.23
STORM WATER DISTRIBUTI	STORM WATER	HDR ENGINEERING INC	3/15/16	PE SERVICES 12/27/15-02/20	2,283.41
		CLASS C SOLUTIONS GROUP	3/22/16	FLEET SHOP PIECES	64.34
		CINTAS #451	3/29/16	WEEKLY MATS AND TOWELS	10.45
			4/05/16	WKLY OFF MATS & SHOP TWLS	10.45_
				TOTAL:	2,368.65
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPME	EMPRISE BANK	3/22/16	IRB-PMT 2031 SPR VLY RD-AP	18,263.39
			3/22/16	IRB-PMT 2031 SPR VLY RD-AP	11,379.81_
				TOTAL:	29,643.20
LIBRARY	LIBRARY FUND	DOROTHY BRAMLAGE LIBRARY	3/22/16	MAR 2016-TAX DISTRIBUTION	23,509.14_
				TOTAL:	23,509.14
SPECIAL HIGHWAY	SPECIAL HIGHWAY FU	CENTURYLINK COMMUNICATION, INC.	4/11/16	ENGINEERING	37.00_
				TOTAL:	37.00
NON-DEPARTMENTAL	SANITATION FUND	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	1,032.34
			4/01/16	SOCIAL SECURITY WITHHOLDIN	678.65
			4/01/16	MEDICARE WITHHOLDING	158.70
		JAY W. VANDER VELDE	4/01/16	JAY W VANDER VELDE	227.33
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	104.33
		ACCOUNT RECOVERY SPECIALISTS, INC.	4/01/16	GARNISHMENT	5.00
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	308.26
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	167.92
			4/01/16	KPERS #2	490.79
			4/01/16	KPERS #3	24.11
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	70.22
		FLEXIBLE SPENDING ACCOUNT #1074334	4/01/16	DEPENDENT CARE ACCT 10743	20.31_
				TOTAL:	3,287.96
SANITATION PICKUP	SANITATION FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	535.40
			4/01/16	MEDICARE WITHHOLDING	125.21
		VERIZON WIRELESS	4/07/16	GARTRELL-223-1337	26.01
			4/07/16	IMHAUSEN-223-1758	25.99
			4/07/16	223-1759-TODD BARRIGER	25.99
			4/07/16	WARD-223-2022	26.03
			4/07/16	DOWNNS-307-6183	32.24
			4/07/16	761-5310-STREET 7	25.99
		CENTURY BUSINESS TECHNOLOGIES	3/22/16	Copier - PW	8.75
			3/22/16	Copier - PW Overage Charge	5.86
			3/22/16	Copier - PW	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		SUMMIT TRUCK GROUP	4/05/16	JACK STAND DISPLAY	75.00
		CENTRAL POWER SYSTEMS & SERVICES	3/24/16	VALVE PRK BRK - #586	172.21
			3/31/16	FITTING & ADAPTER - STOCK	4.13
			4/04/16	EQUIPMENT PARTS	33.43
		COX BUSINESS SERVICES	4/01/16	Public Works - Metro E - 2	45.62
			4/01/16	Public Works - Telephone -	56.89
			3/01/16	Public Works - Metro E - 2	45.62
			3/01/16	Public Works - Telephone -	56.93
		CLASS C SOLUTIONS GROUP	3/18/16	HEX PIPE CAP FTG-ALL	6.56
			3/24/16	HEX PIPE CAPS	12.70
			3/29/16	PIPE FITTING	5.45
			3/22/16	FLEET SHOP PIECES	64.34
			3/23/16	GREASE GUN	299.00
		DAVE'S ELECTRIC, INC.	4/01/16	PW OUTLETS	23.46
		CINTAS CORPORATION	3/18/16	SERVICE MED BOXES	4.00
		SANTANDER LEASING LLC	4/11/16	TRASH TRUCK LEASE PURCHASE	32,577.88
		GEARY COUNTY PUBLIC WORKS	4/07/16	MARCH 2016 TRANSFER TICKET	31,766.11
		KEY OFFICE EQUIPMENT	3/31/16	BINDERS & COPY PAPER	12.17
		KANSAS GAS SERVICE	4/11/16	2324 N JACKSON-FEB 2016	101.22
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	116.24
			4/01/16	KPERS #2	701.80
			4/01/16	KPERS INSURANCE	89.11
		NAPA AUTO PARTS OF J.C.	3/30/16	FITTINGS FOR ALL	2.05
		CINTAS #451	3/29/16	WKLY MATS AND TOWELS	10.45
			4/05/16	WKLY OFF MATS & SHOP TWLS	10.45
				TOTAL:	67,147.79
SANITATION ADMINISTRAT	SANITATION FUND	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	143.16
			4/01/16	MEDICARE WITHHOLDING	33.49
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	141.54
			4/01/16	KPERS #2	51.72
			4/01/16	KPERS #3	36.87
			4/01/16	KPERS INSURANCE	25.06
		INCODE	4/01/16	Web - Utilities Inquiry -	106.66
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Bar Code Scanner Maint - 3	77.95-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
			3/23/16	Receipt Printer Maint - 33	175.97-
				TOTAL:	477.18-
CAPITAL IMPROVEMENT	CAPITAL IMPROVEMEN	NEKOLOCKS	3/30/16	KEYS/LOCKS, NEW COURT HOUS	521.60
		DAVE'S ELECTRIC, INC.	3/28/16	SECURITY ITEMS, NEW COURT	1,689.53
		BARCODE GIANT	4/12/16	CASH DRAWERS FOR COURT	315.54
		KEY OFFICE EQUIPMENT	3/25/16	OFFICE FURNITURE FOR NEW C	1,211.00_
				TOTAL:	3,737.67
SUNDOWN SALUTE	SUNDOWN SALUTE	SUNDOWN SALUTE INC	4/11/16	MAR 2016-WATER BILL DONATI	434.00_
				TOTAL:	434.00
NON-DEPARTMENTAL	DRUG & ALCOHOL ABU	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	186.76
			4/01/16	MEDICARE WITHHOLDING	28.36
		JCPOA	4/01/16	JCPOA	

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	57.44
		KANSAS PUBLIC EMPLOYEES	4/01/16	KP&F	144.26
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	50.00_
				TOTAL:	486.82
DRUG & ALCOHOL ABUSE	DRUG & ALCOHOL ABU	INTERNAL REVENUE SERVICE	4/01/16	MEDICARE WITHHOLDING	28.36
		SPORT SAFE TESTING SERVICE, INC	4/07/16	8405 JCHS RANDOM DRUG TEST	390.00
		KANSAS PUBLIC EMPLOYEES	4/01/16	KP&F	411.99_
				TOTAL:	830.35
NON-DEPARTMENTAL	SPECIAL LE TRUST F	INTERNAL REVENUE SERVICE	4/01/16	FEDERAL WITHHOLDING	35.68
			4/01/16	SOCIAL SECURITY WITHHOLDIN	34.55
			4/01/16	MEDICARE WITHHOLDING	8.08
		GREAT WEST FINANCIAL	4/01/16	GREAT WEST FINANCIAL	25.00
		KANSAS DEPT OF REVENUE	4/01/16	STATE WITHHOLDING	12.37
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	35.83
		CITY OF JC FLEX SPENDING ACCT 1074334	4/01/16	FLEX SPENDING-1074334	12.50_
				TOTAL:	164.01
SPECIAL LAW ENFORCEMEN	SPECIAL LE TRUST F	INTERNAL REVENUE SERVICE	4/01/16	SOCIAL SECURITY WITHHOLDIN	34.55
			4/01/16	MEDICARE WITHHOLDING	8.08
		VERIZON WIRELESS	4/04/16	DTF CELL MARCH 2015	203.55
		CATHY FAHEY	4/08/16	MARCH 2016 MILEAGE	52.38
		A HOMESTEAD WRECKER	3/29/16	TOWING FEES #16-03209	132.00
		WILLGRATTEN PUBLICATIONS LLC	4/08/16	16CV71 PUBLICATION NOTICE	148.68
			4/08/16	16CV73 PUBLICATION NOTICE	151.04
			4/08/16	16CV90 PUBLICATION NOTICE	151.04
		KANSAS PUBLIC EMPLOYEES	4/01/16	KPERS #1	54.86
			4/01/16	KPERS INSURANCE	5.98
		NEX-TECH	4/11/16	DRUG TASK FORCE	2.06_
				TOTAL:	944.22
LAW ENFORCEMENT TRAIN	LAW ENFORCEMENT TR	TASER TRAINING ACADEMY	3/29/16	42516 TASER TRAINING LANDR	30.00
			3/29/16	42528 TASER TRAINING HAGEN	30.00
			3/29/16	42557 TASER TRAINING WIGTO	30.00
			4/08/16	TASER TRAINING BUTLER	30.00
			3/29/16	43175 TASER TRAINING WHITE	30.00
			3/29/16	43183 TASER TRAINING HEWIN	30.00
			4/08/16	TASER TRAINING CAMPBELL	30.00
			3/29/16	TASER TRAINING WEEKS	30.00
		UNIVERSITY OF KANSAS	4/04/16	ARIDE TRAINING #797	90.00_
				TOTAL:	330.00
WATER TREATMENT PLANT	WATER CAPITAL PROJ	HDR ENGINEERING INC	3/23/16	WATER PLANT PHASE-1-	15,089.20_
				TOTAL:	15,089.20
NON-DEPARTMENTAL	POOLED CASH FUND	EXCHANGE BANK	3/29/16	CD PURCHASE 03-29-2016	1,000,000.00_
				TOTAL:	1,000,000.00

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT_
===== FUND TOTALS =====					
	01	GENERAL FUND		506,453.84	
	02	GRANTS		563,082.40	
	14	WATER FUND		41,948.91	
	15	SEWER FUND		21,929.50	
	18	STORM WATER		20,235.45	
	19	ECONOMIC DEVELOPMENT		29,643.20	
	20	LIBRARY FUND		23,509.14	
	22	SPECIAL HIGHWAY FUND		37.00	
	23	SANITATION FUND		69,958.57	
	25	CAPITAL IMPROVEMENT FUND		3,737.67	
	46	SUNDOWN SALUTE		434.00	
	47	DRUG & ALCOHOL ABUSE FUND		1,317.17	
	50	SPECIAL LE TRUST FUND		1,108.23	
	54	LAW ENFORCEMENT TRAINING		330.00	
	84	WATER CAPITAL PROJECTS		15,089.20	
	99	POOLED CASH FUND		1,000,000.00	
-----					
		GRAND TOTAL:		2,298,814.28	
-----					

TOTAL PAGES: 20

## SELECTION CRITERIA

-----  
SELECTION OPTIONS

VENDOR SET: 01-CITY OF JUNCTION CITY, KS  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 0/00/0000 THRU 99/99/9999  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 3/29/2016 THRU 4/12/2016  
-----

## PAYROLL SELECTION

PAYROLL EXPENSES: NO  
CHECK DATE: 0/00/0000 THRU 99/99/9999  
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## PRINT OPTIONS

PRINT DATE: GL Post Date  
SEQUENCE: By Department  
DESCRIPTION: Distribution  
GL ACCTS: NO  
REPORT TITLE: APPROPRIATIONS-MAR 29 2016-APR 12 2016-CS  
SIGNATURE LINES: 0  
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## PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM:NO  
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COMPANY: 99 - POOLED CASH FUND

ACCOUNT: 1-00-00-0101 POOLED CASH MASTER

TYPE: Check, EFT

STATUS: All

FOLIO: All

CHECK DATE: 3/29/2016 THRU 4/12/2016

CLEAR DATE: 0/00/0000 THRU 99/99/9999

STATEMENT: 0/00/0000 THRU 99/99/9999

VOIDED DATE: 0/00/0000 THRU 99/99/9999

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-00-00-0101	3/29/2016	CHECK	258018	EXCHANGE BANK	1,000,000.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258019	JAN HAMILTON, CH.13 TRUSTEE-	600.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258020	CARVER & BLANTON SHEA	68.15CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258021	KANSAS PAYMENT CENTER	1,462.26CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258022	JAY W. VANDER VELDE	327.33CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258023	W H GRIFFIN, TRUSTEE	729.23CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258024	PAYLOGIX	38.31CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258025	ACCOUNT RECOVERY SPECIALISTS,	25.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258026	CITY OF JC FLEX SPENDING ACCT	3,866.56CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	CHECK	258027	FLEXIBLE SPENDING ACCOUNT #107	343.75CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258028	REFUND: NEW FOUNDATIONS MHC	148.42CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258029	REFUND: FROST, AMANDA L	75.08CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258030	REFUND: ELLING, MATTHEW M	65.97CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258031	REFUND: IMEL, NICHOLAS D	24.33CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258032	REFUND: HUARACHA JR, JUAN C	29.94CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258033	REFUND: THE LAW COMPANY	102.40CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258034	REFUND: FINLEY, ADAM	27.36CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258035	REFUND: THOMPSON, KYLE R	26.50CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258036	REFUND: MAHER, MARGARET	42.91CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258037	REFUND: SELPH, LACEY S	20.81CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258038	REFUND: JACKSON, MARCUS	178.36CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258039	REFUND: WALKER, JOSEPH R	86.11CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258040	REFUND: VERA, SUSAN	76.79CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258041	REFUND: CAMPBELL JR, GLENN F	110.01CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258042	REFUND: LEIJA, DARLENE	59.82CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258043	REFUND: SHOLES, ALAN W	74.36CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258044	REFUND: QUINTON POINT APARTMEN	85.92CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258045	REFUND: BENFORD, RAMON	40.96CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258046	REFUND: COLLINS, JUSTIN E	95.83CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258047	REFUND: RAMOS, VALERIE	26.91CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258048	REFUND: PAGE, HARRY D	26.43CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258049	REFUND: WHITAKER, DANIEL J	38.35CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258050	REFUND: ZARICOR, MARISSA L	21.93CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258051	REFUND: RACOMA, RONALDO	76.53CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258052	REFUND: FRANCO, ERIC	36.25CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258053	REFUND: MELTON, WILLIAM	39.10CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258054	REFUND: TREVINO, GRACIELA R	11.26CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258055	REFUND: PICKETT, ELIJAH J	45.55CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258056	REFUND: SHIJO, BETHANY A	97.05CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258057	REFUND: ALANIZ, VIOLA	58.37CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258058	REFUND: BARREDA, AARON D	157.97CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258059	REFUND: TEPPER, JORDAN B	110.52CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258060	REFUND: NEWSON, DEVORISE	57.99CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258061	REFUND: BOSSEMEYER, JOHN	43.07CR	OUTSTND	U	0/00/0000



4/12/2016 8:40 AM COMPANY: 99 - POOLED CASH FUND CHECK RECONCILIATION REGISTER PAGE: 2  
ACCOUNT: 1-00-00-0101 POOLED CASH MASTER CHECK DATE: 3/29/2016 THRU 4/12/2016  
TYPE: Check, EFT CLEAR DATE: 0/00/0000 THRU 99/99/9999  
STATUS: All STATEMENT: 0/00/0000 THRU 99/99/9999  
FOLIO: All VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-00-00-0101	4/06/2016	CHECK	258062	REFUND: DOWNING, MAEGEN	31.27CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258063	REFUND: SIMMONS, MICHAEL R	105.26CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258064	REFUND: TOSIE, WILLIAM	14.52CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258065	REFUND: HEINRICHS, DUSTIN	18.62CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258066	REFUND: MENJIVAR, SHAMEKA I	8.29CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258067	REFUND: LUGO, CHRISTOPHER K	44.91CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258068	REFUND: HUFFORD, MADISON M	51.26CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258069	REFUND: PALOMBA, REBECCA M	17.16CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258070	REFUND: COAXUM, CHELSEA	330.83CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258071	REFUND: NOWAK, ANTHONY	7.53CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258072	REFUND: JUNGHANS AGENCY	63.25CR	OUTSTND	U	0/00/0000
*** 1-00-00-0101	4/06/2016	CHECK	258074	REFUND: JUNGHANS AGENCY	47.37CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258075	REFUND: JUNGHANS AGENCY	54.15CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258076	REFUND: MCCULLOUGH DEVELOPMENT	49.48CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/06/2016	CHECK	258077	REFUND: MCCULLOUGH DEVELOPMENT	58.74CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258078	COX BUSINESS SERVICES	7,776.77CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258079	GEARY COUNTY REGISTER DEEDS	111.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258080	MUNICIPAL SUPPLY INC	3,520.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258081	NAPA AUTO PARTS OF J.C.	1,473.60CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258082	VOID CHECK	0.00	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	CHECK	258083	VERIZON WIRELESS	4,169.57CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258084	REFUND: DITTMAN, SADIE	62.89CR	OUTSTND	U	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258085	REFUND: FLINT HILLS ROOFING	69.25CR	OUTSTND	J	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258086	VOGEL, CHARLES CHRISTOPHER	214.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258087	REGINA CARIVEAU	20.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258088	YNONNE COLE	50.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258089	KANSAS GAS SERVICE	2,466.47CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/08/2016	CHECK	258090	WESTAR ENERGY	33,186.08CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258091	A HOMESTEAD WRECKER	132.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258092	AGENDAPAL CORPORATION	449.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258093	ARTHUR-GREEN,LLP	5,711.80CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258094	BARCODE GIANT	315.54CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258095	BAYER CONSTRUCTION CO.	178,398.90CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258096	BD4 DISTRIBUTING, INC.	282.47CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258097	BRINKS INCORPORATED	215.28CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258098	CASH-WA DISTRIBUTING	580.13CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258099	CENTRAL POWER SYSTEMS & SERVIC	422.56CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258100	CENTURY BUSINESS TECHNOLOGIES	670.01CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258101	CENTURYLINK COMMUNICATION, INC	2,164.37CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258102	CHAMPIONS CAR AND TRUCK WASH	14.16CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258103	CINTAS CORPORATION	40.01CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258104	CINTAS #451	401.88CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258105	CL HOOVER OPERA HOUSE	40,000.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258106	CLARK & PLATT, CHTD.	1,250.00CR	OUTSTND	A	0/00/0000

COMPANY: 99 - POOLED CASH FUND

ACCOUNT: 1-00-00-0101 POOLED CASH MASTER

TYPE: Check, EFT

STATUS: All

FOLIO: All

CHECK DATE: 3/29/2016 THRU 4/12/2016

CLEAR DATE: 0/00/0000 THRU 99/99/9999

STATEMENT: 0/00/0000 THRU 99/99/9999

VOIDED DATE: 0/00/0000 THRU 99/99/9999

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-00-00-0101	4/12/2016	CHECK	258107	CLASS C SOLUTIONS GROUP	1,128.89CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258108	CONRAD FIRE EQUIPMENT	131.45CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258109	CONTINENTAL PROFESSIONAL LAUND	249.75CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258110	CORYELL INSURORS, INC.	100.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258111	COX BUSINESS SERVICES	8,127.02CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258112	CRAFCO, INC.	419.50CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258113	CROWN DISTRIBUTORS, INC.	263.53CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258114	D. GERBER COMMERCIAL POOL PROD	9,000.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258115	DAVE'S ELECTRIC, INC.	3,102.23CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258116	DEXTER PUMP SERVICE	6,059.74CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258117	DICK EDWARDS FORD	48.08CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258118	DOCUMENT RESOURCES, INC.	70.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258119	JOSHUA DOUGLASS	2,500.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258120	DS&O RURAL ELECTRIC	6,935.64CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258121	EAGLE COMMUNICATIONS	120.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258122	F.D. FENCING	600.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258123	CATHY FAHEY	52.38CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258124	FEDEX	25.38CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258125	FLINT HILLS BEVERAGE LLC	286.11CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258126	FOOTJOY/TITLEIST	271.76CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258127	GAME TIME ATHLETICS	7,257.20CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258128	GEARY COMMUNITY HOSPITAL	130.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258129	GEARY COUNTY CLERK	7,599.92CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258130	GEARY COUNTY PUBLIC WORKS	32,415.96CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258131	GEARY COUNTY RWD #4	43.60CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258132	GEARY COUNTY SHERIFF	59,849.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258133	GOLF MAX	166.91CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258134	GROSS WRECKER SERVICE	84.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258135	INC CODE	3,971.47CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258136	INDUSTRIAL CHEM LABS	676.71CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258137	KA-COMM	3,677.92CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258138	KANSAS GAS SERVICE	852.26CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258139	KANSAS ONE-CALL SYSTEMS, INC.	361.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258140	KAW VALLEY ENGINEERING, INC	17,569.20CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258141	KEY EQUIPMENT	669.29CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258142	KEY OFFICE EQUIPMENT	1,486.46CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258143	LANNY WOLF'S BODY SHOP	1,965.60CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258144	LATHROP & GAGE LLP	11,182.50CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258145	LEAGUE OF KANSAS MUNICIPALITIE	160.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258146	LOGAN BUSINESS MACHINES	577.10CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258147	HAROLD MACUMBER	44.50CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258148	MASSCO	303.66CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258149	MIDWEST CONCRETE MATERIALS	4,369.69CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258150	MIKE'S FIRE EXT. SALES	201.20CR	OUTSTND	A	0/00/0000

COMPANY: 99 - POOLED CASH FUND

ACCOUNT: 1-00-00-0101 POOLED CASH MASTER

TYPE: Check, EFT

STATUS: All

FOLIO: All

CHECK DATE: 3/29/2016 THRU 4/12/2016

CLEAR DATE: 0/00/0000 THRU 99/99/9999

STATEMENT: 0/00/0000 THRU 99/99/9999

VOIDED DATE: 0/00/0000 THRU 99/99/9999

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-00-00-0101	4/12/2016	CHECK	258151	MOORE MEDICAL LLC	4,505.42CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258152	MUNICIPAL PIPE SERVICES	11,100.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258153	NAPA AUTO PARTS OF J.C.	2,011.27CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258154	NEKOLOCKS	626.60CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258155	NEX-TECH	30.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258156	NOWAK CONSTRUCTION	382,293.86CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258157	O&S WINDOW CLEANING	725.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258158	O'REILLY AUTO PARTS	22.19CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258159	OMNI BILLING	4,542.35CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258160	OPEN DOOR COMM. HOUSE	2,389.64CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258161	PAYNE & JONES CHARTERED	8,052.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258162	PROPANE CENTRAL	302.10CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258163	PURVIS LAW OFFICE LLC	500.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258164	SERVICEMASTER	61.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258165	RC SPORTS INC	2,254.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258166	REGELMAN LIQUOR STORE	48.85CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258167	ROTHWELL LANDSCAPE INC	799.91CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258168	SANTANDER LEASING LLC	77,566.39CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258169	SERVICEMASTER	798.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258170	SHAWNA SETTLES	24.52CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258171	SNACK EXPRESS	575.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258172	SOUTHEASTERN EMERGENCY EQUIPME	590.24CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258173	SPORT SAFE TESTING SERVICE, IN	390.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258174	STAPLES ADVANTAGE	663.37CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258175	SUMMIT TRUCK GROUP	300.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258176	SUNDOWN SALUTE INC	434.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258177	DONNA SWIHART	25.30CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258178	TASER INTERNATIONAL	318.11CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258179	TASER TRAINING ACADEMY	240.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258180	THE AMERICAN NATIONAL RED CROS	360.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258181	THE PRINTERY	545.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258182	THE STUFF SHOP	606.48CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258183	THERMAL COMFORT AIR, INC	1,433.10CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258184	THREATTRACK SECURITY	11,914.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258185	TMHC SERVICES, INC.	460.50CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258186	U.S. CELLULAR	35.98CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258187	UNIVERSITY OF KANSAS	90.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258188	VAN WALL EQUIPMENT	435.45CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258189	VICTOR L PHILLIPS CO	16,597.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258190	WEST PAYMENT CENTER	192.72CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258191	WESTAR ENERGY	23,044.19CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258192	WILLGRATTEN PUBLICATIONS LLC	1,008.35CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258193	WOODRIVER ENERGY LLC	1,363.42CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/12/2016	CHECK	258194	XEROX CORPORATION	177.39CR	OUTSTND	A	0/00/0000

EFT:

COMPANY: 99 - POOLED CASH FUND

ACCOUNT: 1-00-00-0101 POOLED CASH MASTER

TYPE: Check, EFT

STATUS: All

FOLIO: All

CHECK DATE: 3/29/2016 THRU 4/12/2016

CLEAR DATE: 0/00/0000 THRU 99/99/9999

STATEMENT: 0/00/0000 THRU 99/99/9999

VOIDED DATE: 0/00/0000 THRU 99/99/9999

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
EFT:								
1-00-00-0101	4/01/2016	EFT	000120	JUNCTION CITY FIREFIGHTERS AID	125.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	EFT	000121	FIREMEN'S RELIEF ASSOCIATION	222.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	EFT	000122	JUNCTION CITY FIRE FIGHTERS AS	1,551.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/01/2016	EFT	000123	JCPOA	800.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	EFT	000124	EMPRISE BANK	29,643.20CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	EFT	000125	COLUMBIA CAPITAL MANAGEMENT LL	1,290.00CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	EFT	000126	HDR ENGINEERING INC	26,934.61CR	OUTSTND	A	0/00/0000
1-00-00-0101	4/07/2016	EFT	000127	DOROTHY BRAMLAGE LIBRARY	23,509.14CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-00-00-				CHECK	TOTAL:	2,050,309.44CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	84,074.95CR		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	2,050,309.44CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	84,074.95CR		
				BANK-DRAFT	TOTAL:	0.00		

**Backup material for agenda item:**

- b. Consideration of March 2016 ambulance contractual obligation adjustments and bad debt adjustments.

# City of Junction City

## City Commission

### Agenda Memo

April 7, 2016

**From:** Kelly Heindel, Administrative Secretary II  
**To:** City Commission and City Manager  
**Subject:** **March 2016 Ambulance Adjustments**

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**Objective:** Approval of ambulance contractual obligation adjustments and bad debt adjustments.

**Explanation of Issue:** Contractual obligations are required write-off adjustments by contractual insurance providers such as Medicare, Medicaid, Blue Cross, etc. Bad debt adjustments are accounts in which we have exhausted billing efforts to collect. After the bad debt adjustments, these accounts are forwarded to a collection agency and the Kansas Setoff Program.

**Budget Impact:**

Contractual Obligation Adjustment	\$ 40,326.12
Bad Debt Adjustment	\$ 12,735.87

**Alternatives:** It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve ambulance contractual obligation and bad debt adjustments in the amounts listed.
2. Disapprove ambulance contractual obligation and bad debt adjustments in the amounts listed.
3. Modify the proposal...
4. Table the request.

**Recommendation:** Staff recommends approval of adjustments as listed

**Enclosures:**

**Backup material for agenda item:**

- c. Consideration of City Commission Minutes for April 5, 2016 Meeting.

## **CITY COMMISSION MINUTES**

April 5, 2016

7:00p.m.

### **CALL TO ORDER**

The scheduled meeting of the Junction City Commission was held on Tuesday, April 5, 2016 with Mayor Mick McCallister presiding.

The following members of the Commission were present: Phyllis Fitzgerald, Pat Landes, Mick McCallister, Mike Ryan and Jim Sands. Staff present was: City Manager Dinkel, Assistant City Manager Beatty, City Attorney Logan and City Clerk Shawna Settles.

### **PUBLIC COMMENT**

Larry Ruiz of 1906 McFarland Road, Junction City discussed the building at 1032 South Washington Street.

### **CONSENT AGENDA**

Commissioner Sands moved, seconded by Commissioner Ryan to approve the consent agenda as presented. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

- a. Consideration of Appropriation Ordinance A-7 dated-Mar 9th –Mar 28th 2016 in the amount of \$952,935.40.
- b. Consideration of Payroll No.5 & No.6 for the Month of March.
- c. Consideration of City Commission Minutes for March 15, 2016 Meeting.
- d. Consideration of City Commission Special Minutes for March 29, 2016 Meeting.
- e. Consideration to write-off accounts receivable in the amount of \$55,927.51 for the unpaid amount billed for economic development contribution in 2010 and 2011 to Geary County.
- f. Consideration of the Special Event Permit for Farmer's Market at Geary Community Hospital for the 2016 season.

### **SPECIAL PRESENTATIONS**

Police Chief Brown presented the Kansas Law Enforcement Training Center Full-Time Law Enforcement Officer Certification to Officers Leo Gonzales and Joshua Larson.



Interim Fire Chief Rook recognized Jeremy McCallum's promotion to Captain with the Junction City Fire Department.

## **APPOINTMENTS**

The appointment of Phil Foust to the Junction City Housing Authority Board for a four year term ending March 31, 2020 was presented. City Clerk Settles gave details. Commissioner Fitzgerald moved to appoint Phil Foust to the Junction City Housing Authority Board for a four year term ending March 31, 2020, seconded by Commissioner Landes. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion Carried.

The appointment of Jane Handlos and Stefanie Zimmerman to the Board of Trustees of the Dorothy Bramlage Public Library for a four year term ending April 2020 was presented. City Clerk Settles gave details. Commissioner Ryan moved to appoint Jane Handlos and Stefanie Zimmerman to the Board of Trustees of the Dorothy Bramlage Public Library for four year terms ending April 2020, seconded by Commissioner Sands. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion Carried.

## **NEW BUSINESS**

The update on current Storm Water Projects, review of Storm Water Rates and Review of proposal in preparation of the NPDES MS4 permit was presented. Joe File with Amec Foster Wheeler gave a presentation and asked questions. Commissioner Landes moved to approve the proposal of the yearly report for the NPDES MS4 permit, seconded by Commissioner Ryan. No other motion was made. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion Carried.

The Special Event Permit Application for Geary Community Hospital to host "Chase for a Cause" 5k Run/Walk on April 30, 2016 was presented. Police Chief Brown gave details about the event. Commissioner Landes moved to approve the Special Event Permit Application for Geary Community Hospital to host "Chase for a Cause" 5k Run/Walk on April 30, 2016, seconded by Commissioner Fitzgerald. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion Carried.

The request from CASA of the 8th Judicial District to host "Run for the Child" 5K race on city streets on June 4, 2016 was presented. Police Chief Brown gave details about the event. Commissioner Fitzgerald moved to approve the request from CASA of the 8th Judicial District to host "Run for the Child" 5K race on city streets on June 4, 2016, seconded by Commissioner Sands. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion Carried.

The request for street closing and noise waiver for the Juneteenth Celebration event on June 11, 2016 in Heritage Park was presented. Police Chief Brown gave details about the event. Commissioner Ryan moved to approve the request for street closing and noise waiver for the Juneteenth Celebration event on June 11, 2016 in Heritage Park, seconded by Commissioner Sands. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

Ordinance No. G-1193 Adoption of the 2015 edition of the Standard Traffic Ordinances was presented by City Prosecutor Blaisdell. Commissioner Landes moved to adopt Ordinance No. G-1193 Adoption of the 2015 edition of the Standard Traffic Ordinances, seconded by Commissioner Ryan. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

Ordinance No. G-1194 to amend the present Impoundment Procedures in the Animal code, to increase cost for vaccination reimbursement to \$15.00 for canines and \$10.00 for felines was presented. City Prosecutor Blaisdell explained why the increase was needed. Commissioner Landes moved to adopt Ordinance No. G-1194 to amend the present Impoundment Procedures in the Animal code, to increase cost for vaccination reimbursement to \$15.00 for canines and \$10.00 for felines, seconded by Commissioner Fitzgerald. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

The Award of Bid to Glessner Dirt Contracting for the Demolition of 1032 S Washington Street in the amount of \$11,400.00 was presented. Codes Administrator Karmann gave details on the bid and answered questions. Commissioner Fitzgerald moved to approve the award of bid to Glessner Dirt Contracting for the demolition of 1032 S Washington Street in the amount not to exceed \$11,400.00, seconded by Commissioner Landes. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

Resolution No. 2806 Authorizing the Establishment of Authorized Personnel for use of the Municipal Investment Pool was presented. Assistant City Manager Beatty explained why the City uses the Municipal Investment Pool and the need for additional authorized personnel. Commissioner Sands moved to approve Resolution No. 2806 Authorizing the Establishment of Authorized Personnel for use of the Municipal Investment Pool, which would add Assistant City Manager Beatty and City Clerk Settles, seconded by Commissioner Landes. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

The Award of Bid to Alfred Benesch & Company for the Request for Qualifications for Planning Service for the Junction City Airport Master Plan was presented. Assistant City Manager Beatty explained the bid and answered questions. Commissioner Ryan moved to approve the award of bid to Alfred Benesch & Company for the Request for Qualifications for Planning Service for the Junction City Airport Master Plan pending the grant approval, seconded by

Commissioner Fitzgerald. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

Ordinance No. S-3176 Reamortize the Special Assessments for Lot 1, Block 2, 14th Street Commons Addition related to the sale of a Land Bank lot was presented. Zoning Administrator Yearout explained the ordinance and answered questions. Commissioner Landes moved to adopt Ordinance No. S-3176 Reamortize the Special Assessments for Lot 1, Block 2, 14th Street Commons Addition, seconded by Commissioner Fitzgerald. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

The review and possible amendment to the Master Interlocal Agreement between Junction City/Geary County/Chamber of Commerce was presented. City Manager Dinkel suggested to move the item to another date due to new information he received earlier that day.

The request to transfer City owned Right-of-Way to KDOT was presented. City Attorney Logan advised the legal description was incorrect and the deed needed to be a Special Warranty Deed.

#### **MAYOR, COMMISSIONER & STAFF COMMENTS**

Mayor, Commissioners and Staff provided reports on Committees and community events.

#### **ADJOURNMENT**

Commissioner Landes moved, seconded by Commissioner Fitzgerald to adjourn at 9:15 p.m. Ayes: Fitzgerald, Landes, McCallister, Ryan and Sands. Nays: None. Motion carried.

APPROVED AND ACCEPTED THIS 19TH DAY OF APRIL AS THE OFFICIAL COPY OF THE JUNCTION CITY COMMISSION MINUTES FOR APRIL 5, 2016.

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Shawna Settles, City Clerk

Mick McCallister, Mayor

**Backup material for agenda item:**

- d. Consideration of Emergency Shelter Grant Application and Administration by the City on behalf of Open Door for general operations.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

04/19/2016

**From:** Shawna Settles, City Clerk  
**To:** Governing Body  
**Subject:** **Emergency Shelter Grant Application**

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**Objective:** Consideration to approve the City to submit application and administer Kansas Housing Resources Corporation Grant on behalf of Open Door for general operations.

**Explanation of Issue:** The City submits the request for funds and administers the grant funds. We also receive an administrative fee. The shelter provides matching funds through volunteer hours and donations.

**Budget Impact:** The City receives a portion of the proceeds for administration of the grant.

**Staff Recommendation:** Approve the application submission and administration of the 2016 ESG Grant.

**Attachments:** Letter from Kansas Housing Resources Corporation and Application.



March 16, 2016

Dear Emergency Solutions Grant (ESG) Applicant,

Attached you will find the ESG Application for Program year 2016.

The level of funding for the 2016 ESG is expected to be \$1.5 million.

This application requires that you certify that if awarded a 2016 ESG grant, your agency and your sub recipient agencies are in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards at 2 CFR part 200.

All agencies must be using a Homeless Management Information System (HMIS) or HUD compliant, comparable database and able to meet all ESG and Continuum of Care reporting requirements.

One original and three copies of the application must be postmarked by; Friday, April 29, 2016. Applications submitted via mail or other delivery system should be sent using that company's return receipt process, as this will be your notice that the application has been received.

For 2016, The ESG grant period will be for twelve (12) months, July 01, 2016 through June 30, 2017.

Submit the application package to:

James Chiselom  
Kansas Housing Resources Corporation  
611 S. Kansas Avenue, Suite 300  
Topeka, Kansas 66603-3803

If you have questions or need additional information, please feel free to contact me at (785) 217-2046.

Sincerely,

James Chiselom  
Program Manager - ESG

Enclosure

**2016**  
**KANSAS EMERGENCY SOLUTIONS GRANT APPLICATION**

**Instructions:** Please complete all sections of the KESG application.

**SECTION I: SUB RECIPIENT APPLICANT INFORMATION (City, County)**

*Sub Recipient is responsible for the administration of the ESG and coordination of the ESG programs in the geographical jurisdiction.*

**A. APPLICANT INFORMATION**

Sub Recipient City of Junction City

Authorized Representative Allen Dinkle Title City Manager

Address 700 N Jefferson City Junction City

State Kansas Zip 66441 Federal I.D. Number 94-3417911

Contact to whom questions about this application should be directed: Flora Lewis

Telephone (785) 238-3599 Fax (785) 762-8824

E-mail Address director@opendoor.kscoxmail.com

**B. TOTAL ESG REQUEST (all applying agencies)**

ESG Agency	Street Outreach	Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Totals
Open Door Community House	\$ -	\$ 70,000	\$ -	\$ 6,000.00	\$ -	\$ 76,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Totals	\$ -	\$ 70,000	\$ -	\$ 6,000.00	\$ -	\$ 76,000

**C. COUNTIES OF ESG SERVICES:**



1. Geary 4. Dickinson  
2. Clay 5. Morris  
3. Riley 6. \_\_\_\_\_

#### D. PERFORMANCE OUTCOME MEASURES

The U. S. Department of Housing and Urban Development (HUD) is instituting performance measures to gather information to determine the effectiveness of programs funded with CDBG, ESG, HOME and HOPWA. Information obtained on the local level will be reported to HUD which will enable HUD to describe performance results at the National Level. HUD's outcome performance measurement system has three objectives and three outcomes which are listed below.

**1. Select one of the following that best fits your project objective:**

- \_\_\_\_ Suitable living environment  
X Decent affordable housing  
\_\_\_\_ Creating economic opportunity

**2. Select at least one of the following that describes the outcome your project will achieve:**

(NOTE: Outcomes show how programs benefit a community or people served.)

- X Availability/Accessibility (Applies to activities that make services, infrastructure, housing, shelter, or employment opportunities available or accessible to low income persons by improving or providing new services, etc.)  
\_\_\_\_ Affordability (This applies to making an activity more affordable for low income persons.)  
\_\_\_\_ Sustainability (Using ESG resources in a targeted area to help make that area more viable or livable.)

**3. Please describe the process to establish and select the above objectives and outcomes. (Must be included)**

The above objectives and outcomes were selected based on the number of individuals that enter the shelter due to eviction, job loss, jail release and turned out from another's place of residency. The objective is to help the individuals find affordable housing that they can maintain without assistance from others.

**Certification:** To the best of my knowledge and belief, the data in this application are true and correct. This document has been duly authorized by the governing body of the applicant. The applicant will ensure compliance with the ESG regulations of 24 CFR Part 576, 24 CFR 84 and 85, the ESG grant agreement and federal and state regulations if assistance is approved.

\_\_\_\_\_  
Signature of Authorized Official of Governing Body

\_\_\_\_\_  
Date

Mayor  
\_\_\_\_\_  
Title

Mayor's  
Signature



## SECTION II: ESG PROGRAM DESCRIPTION

### EMERGENCY SOLUTIONS GRANTS (ESG)

**CFDA Number: 14.231**

**Agency: Department of Housing and Urban Development**

**Office: Office of Community Planning and Development**

**(24 CFR Part 576 – Emergency Solutions Grants Program)**

#### **Objectives:**

The Emergency Solutions Grants Program (ESG) program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents, (5) rapidly re-house homeless individuals and families, and (6) prevent families and individuals from becoming homeless.

#### **Eligibility Requirements:**

##### **Applicant Eligibility:**

Kansas Housing Resources Corporation (KHRC) as a State Recipient must sub grant all of their ESG funds (except for funds for administrative costs and, under certain conditions, HMIS costs) to units of general purpose local government and/or private nonprofit organizations. KHRC as recipient must consult with the Continuum(s) of Care operating within the jurisdiction in determining how to allocate ESG funds.

##### **Beneficiary Eligibility:**

The minimum eligibility criteria for ESG beneficiaries are as follows: For essential services related to street outreach, beneficiaries must meet the criteria under paragraph (1)(i) of the “homeless” definition under § 576.2. For emergency shelter, beneficiaries must meet the “homeless” definition in 24 CFR 576.2. For essential services related to emergency shelter, beneficiaries must be “homeless” and staying in an emergency shelter (which could include a day shelter). For homelessness prevention assistance, beneficiaries must meet the requirements described in 24 CFR 576.103. For rapid re-housing assistance, beneficiaries must meet requirements described in 24 CFR 576.104. Further eligibility criteria may be established at the local level in accordance with 24 CFR 576.400(e).

##### **Credentials/Documentation:**

Recipients must certify they will meet program requirements and applicable federal requirements. Government recipients and sub recipients must comply with 24 CFR Part 84 and 85.

##### **Regulations, Guidelines, and Literature:**

The program regulations can be found at 24 CFR Part 576 as well as 24 CFR Part 84 and 85. Guidance on the program can be found at [www.hudexchange.info/esg](http://www.hudexchange.info/esg).

**For 2015, the Kansas ESG grant period will be July 01, 2015 through June 30, 2016, twelve (12) months.**

**Note: This application may be modified at any time with written notice or publication of the specifics to be changed.**

**SECTION III: ESG PROGRAM COMPONENTS AND ELIGIBLE ACTIVITIES**

Emergency Solution Grant Funding can be used for five program activities: street outreach, emergency shelter, homelessness prevention, rapid re-housing assistance, and HMIS; as well as administrative activities.

A) **Street Outreach** – Funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing or an appropriate health facility.

B) **Emergency Shelter** – Funds may be used for costs of providing essential services to families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

Eligible Activities:

C) **Homeless Prevention** – Funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter and prevent incidences of homelessness.

D) **Rapid Re-Housing** – ESG funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

E) **HMIS** – ESG funds may be used to pay the costs of contributing to the HMIS designated by the Continuum of Care for the area including the costs of purchasing hardware, software licenses or equipment, obtaining technical support, completing data entry and analysis, monitoring and reviewing data quality, training, reporting, and coordinating and integrating the system.

Assistance to Eligible Persons/Households funded through the Emergency Solutions Grant cannot exceed 24 months of rental assistance, 24 months of utility payment assistance or 6 months of arrears (utility/rent) during any three year period. Evaluation and documentation of client eligibility for financial assistance shall be reassessed at least every three months for program participants receiving homelessness prevention assistance and not less than once annually for program participants receiving rapid re-housing assistance (576.401 (b)) to insure that they meet the eligibility criteria, review program and appropriateness standards and to re-evaluate the continuation of services.

F) **ADMINISTRATION** - KHRC as the recipient may use up to 7.5 percent of its ESG grant for the payment of administrative costs related to the planning and execution of ESG activities. This does not include staff and overhead costs directly related to carrying out activities eligible under ESG, because those costs are eligible as part of those activities. As such KHRC will provide 2.5% of ESG awarded funds as administrative costs to all ESG Sub recipients. (576.108. (4) (B))



**SECTION IV: ESG APPLICATION (completed by each agency providing ESG services)****A) SUB RECIPIENT AGENCY**

*Sub recipient agency is required to be an existing Emergency Shelter, Homeless Services Provider or Other Program that provides services to homeless clients. It is also required to be a Local Government or nonprofit 501 (c) (3).*

Agency's Legal Name: Open Door Community House Inc. Federal ID#: 48-1100599

Street/P.O. Box: 136 W 3<sup>rd</sup> St

City: Junction City State: KS Zip: 66441 County: Geary

Chief Executive Officer: James Sands CEO Email: sandsjl@cox.net

Chief Financial Officer: Sheila Wilds CFO Email: mrs\_wilds@hotmail.com

ESG Contact Person: (name and title): Flora Lewis

Email of ESG Contact Person: director@opendoor.kscoxmail.com

Alternate ESG Contact Person: (Name and Title): \_\_\_\_\_

Alternate Email of ESG Contact Person: \_\_\_\_\_

**B. AGENCY TYPE:**

☒ Emergency Shelter – temporary stay

☐ Homeless Services Provider

☐ Other ( Provide Description) \_\_\_\_\_

Please identify the **primary at risk** homeless category the program will serve. Please check the appropriate categories below:

☒ Chronically homeless Persons or families

☒ HIV/AIDS

☒ Elderly

☒ Veterans

☒ Mental Health

☐ Youth

☐ Domestic Violence Victims

☒ Substance abuse

☐ Other \_\_\_\_\_

**C. PROGRAM PARTNERSHIPS**

Please identify and describe all partnerships with other agencies related to service delivery to your identified program beneficiaries needs. Agency contact (name of person, email and phone) information must be included.

Geary County Food Pantry – Tina Johnson, [gearycountyfoodpantry@centurylink.net](mailto:gearycountyfoodpantry@centurylink.net), 785-762-8830

Salvation Army – Danielle Tetteh, [danielle\\_tetteh@usc.salvationarmy.org](mailto:danielle_tetteh@usc.salvationarmy.org), 113-B W 8<sup>th</sup> St, JCKS, 785-579-6250  
United Way – Aileen Cray, [director@unitedwayjcg.org](mailto:director@unitedwayjcg.org), 139 E 8<sup>th</sup> St, JCKS, 785-238-2117  
Pawnee Mental Health – Eric Malone, 814 Caroline Ave, JCKS, 785-762-5250  
PATH – Amanda Applegren, 1558 Hayes Dr, Manhattan, KS., 785-587-4333

#### D. PROPOSED PROJECT ACCOMPLISHMENTS

Please list expected program accomplishment(s) if funding is awarded:

*(Accomplishments must be described in terms of households served, people served, etc.)*

##### PROPOSED ACCOMPLISHMENTS:

Total number of households to be served: 175

Total unduplicated individuals to be served: 175

Indicate the number of unduplicated adults to be served: 150

Indicate the number of unduplicated children to be served: 25

E. Attach 501 (C) 3 status letter (must be IRS letter) (att. 1)

F. Attach Certificate of Good Standing (must be copy of current certificate from Kansas Secretary of State) (att. 2)

G. Attach Certification of Local Unit of Government approval Statement and Signature Form. (att. 3)

**Agency Certification:** To the best of my knowledge and belief, the data in this agency's portion of this ESG application are true and correct.

Hona Lewis  
Signature

3/31/16  
Date

Executive Director  
Title

**SECTION V: ESG ACTIVITY FUNDING**

Please provide details on EACH activity your agency will provide if funded.

**A. Street Outreach**

Street Outreach <u>Not applying for this</u>	Amount Requested
Engagement Activities	
Case Management	
Emergency Health Services	
Emergency Mental Health Services	
Transportation	
<b>TOTAL</b>	

**Street Outreach:** Please provide a detailed description of your program and service delivery.

**B. Emergency Shelter**

Emergency Shelter	Amount Requested
Essential Services	
Renovation Activities	
Shelter Operations	\$70,000.00
Vouchers (Hotel or Motel where ES unavailable)	
<b>TOTAL</b>	<b>\$70,000.00</b>

**Emergency Shelter:** Please provide a detailed description of your program and service delivery

The mission of the Open Door is to continue to provide emergency shelter to those displaced families and individuals that are homeless, providing assistance in acquiring jobs and homes so they can and will be able to transition back into the community without further assistance. In order to accomplish this mission the Open Door has established policies and procedures in place that are required of all individuals seeking their own residence. The staff at the Open Door assists all guests by mentoring them. We teach individual and family skills by requiring the residents to help clean up at the facility, do their own laundry, help prepare meals, also teach them budgeting and help with the basic resume application process. The Open Door also provides some transportation assistance for necessities such as medical care or help in applying for social security. These funds will be used to help pay shelter utilities, purchase necessary food items, needed office supplies and maintain shelter insurance.

The Open Door is the only homeless shelter servicing the City of Junction City and we also serve its surrounding areas/states. The Open Door is able to help those in need because they receive ESG funding, private donations, United Way contributions and support from Geary County. The ESG funding is the second largest part of this financial support, providing approximately 30% of the yearly budget for the shelter. The services provided by the Open Door are not duplicated elsewhere in our community. Due to the current economy the need for these services is greater than ever before and we are attempting to help all those that come through our doors.



**C. Homeless Prevention**

Homeless Prevention Not applying for this	Amount Requested
Rental Assistance ( Short-Term / Medium-Term)	
Utility Assistance	
Rental Arrears ( up to 2 months)	
Security Deposits (up to 2 months )	
Moving Costs	
Services Costs	

**Homeless Prevention:** Please provide a detailed description of your program and service delivery

**D. Rapid Re-Housing**

<b>Rapid Re-Housing</b>	<b>Amount Requested</b>
Rental Assistance ( Short-Term / Medium-Term)	\$4,500.00
Utility Assistance	
Rental Arrears ( up to 2 months)	
Security Deposits (up to 2 months )	\$1,500.00
Moving Costs	
Services Costs	
<b>Total</b>	<b>\$6,000.00</b>

**Rapid Re-Housing:** Please provide a detailed description of your program and service delivery

The Open Door is again requesting rapid re-housing funds because the need in our community has grown due to recent economic changes. This service is complimentary to the services already provided by the Open Door currently and is helping the same client base. The addition of these funds would allow for the Open Door to provide some assistance to the individuals that are already homeless and in the shelter by assisting in paying rent and/or deposits. We would be able to provide funds to individuals that meet the requirements of rapid re-housing once proof of their circumstance is provided. These additional funds would help free up rooms at the Open Door enabling the assistance to other individuals while providing critical assistance to help others with relocation costs and transitioning them back into the community.

This year we are hoping to assist at least 5 families and/or individuals with their housing needs. The assistance of helping these individuals with the security deposit and 1-3 months of rent will enable the families and/or individuals to receive a start of being financially stable and not having to be concerned about returning to the homeless shelter.

These funds will also be used to assist disabled homeless veterans that are needing assistance in securing a stable residence but don't have the needed finances or are in need of short-term assistance in securing a residence for long term stay.



**E. HMIS**

<b>HMIS Not applying for this</b>	<b>Amount Requested</b>
Hardware / Software	
Equipment Costs	
Data Entry / Analysis	
Data Quality	
Training	
Reporting	
<b>TOTAL</b>	

**HMIS:** Please provide a *detailed description* of your program and service delivery

**F. MATCH REQUIREMENTS**

ESG requires a 100% match. The sub recipient must make matching contributions to supplement the ESG program in an amount that equals the amount of ESG funds provided by KHRC. The sub recipient must identify the source of match at the time of applying for ESG.

Matching contributions may be obtained from any source, including any federal source other than the ESG program, as well as state, local, and private sources. However, the following requirements apply to matching contributions from a federal source of funds:

- The sub recipient must ensure the laws governing any funds to be used as matching contributions do not prohibit those funds from being used to match Emergency Solutions Grant (ESG) funds.
- If ESG funds are used to satisfy the matching requirements of another federal program, then funding from that program may not be used to satisfy the matching requirements under this section.

Please identify the sources and amounts of proposed matching funds:

1. \_\_\_\_\_ \$ \_\_\_\_\_  
2. \_\_\_\_\_ \$ \_\_\_\_\_  
3. \_\_\_\_\_ \$ \_\_\_\_\_

If matching funds will be provided through in-kind services, please describe the source and amounts of proposed in-kind matching funds below:

Description and value of Donated Building

2 story full basement brick building \$ 217,490

Description and value of Donated Materials

\_\_\_\_\_ \$ \_\_\_\_\_

Description and value of any Lease on Building

\_\_\_\_\_ \$ \_\_\_\_\_

Salary paid to staff of the grantee or fees paid to a nonprofit recipient (as appropriate) in carrying out the ESG program.

\$ \_\_\_\_\_

Time and Services contributed by volunteers to carry out the ESG Program, must be determined at the rate consistent with those ordinarily paid by other employers for similar work in the same labor market.

\$ \_\_\_\_\_

Total Match amount:

\$ 217,490

**SECTION VI: AGENCY CAPACITY**

**A.** How long has your organization served homeless populations?

- ☒ 10 or more years
- ☐ 5-9 years
- ☐ Less than 5 years

**B.** Is your organization an active member of any of the following? Please check those that apply.

- ☒ Balance of State Continuum of Care
- ☐ Regional/Local Planning Meetings
- ☐ State/Local Consolidated Plan Process
- ☒ Regional/Local Homeless Committees

**C.** How does sub recipient agency staff participate in these meetings/groups? Please describe level of involvement. Attend quarterly meeting, Open Door representative asked to speak before different groups during United Way campaign, display United Way logo on letterhead and display logo on bulletin board and window. Attend COC meetings via telephone. I have recently become the Northeast Regional Coordinator and will be having quarterly meetings with Northeast area individuals.

- 1. Please provide documentation of membership to organizations (letter signed by organization chair). (att. 4)**

**D.** Briefly describe the organization's board of director's fiscal oversight committee. How many members does it have, how often does it meet, and what are its responsibilities? Are there policies and procedures?

If so, what entity is responsible for oversight? There are 12 board members who meet every 2<sup>nd</sup> Thursday of each month. It is their responsibility to oversee the overall operation of the facility through their input of knowledge and experience and physical labor during events and fundraisers. Yes, we have policies and procedures in place and they are overseen by the Director.

- 1. Attach List of Board Members for sub recipient agency (att. 5)**

- 2. Attach a Organization Chart of sub recipient agency (att. 6)**

**E.** What type of financial management system does the organization have? Describe the organization's system of checks and balances in its fiscal management. What is the division of responsibilities to ensure good fiscal oversight?

Explain who maintains the organization's accounting records and if there is a software system utilized, please be specific as to the type and capabilities of the software or accounting system. Open Door uses the accounting firm of Pottberg, Gassman & Hoffman Chtd. For their financial system, they maintain our accounting records. The Treasurer, maintains the day-to-day financial records, makes and deposits and utilizes the Quick Book software system for Check and Balance.

- 1. Attach a copy of the agency's most recent audit. (att. 7)**

- 2. Attach a completed W-9 Form for Sub recipient. (att. 8)**

- F.** Does your agency have pending civil or criminal proceedings filed or being processed currently or have such been processed over the past three years? If the answer is "yes" an explanation must be provided with official documentation or court record that demonstrates the status of the issue.  
No
- G.** Provide an address and physical description of the shelter and/or service delivery site.  
Domestic Violence providers provide only physical description.  
136 W 3<sup>rd</sup> St Junction City, KS 66441. Two story brick building with a red front door on the corner of 3<sup>rd</sup> and Jefferson Streets
- H.** Explain how agency will identify and document homeless status of a client.  
HMIS
- I.** Are there any current HUD findings against the agency? If yes, please explain.  
No
- J.** Attach a copy of the program rules and policies. **(att. 9)**
- K.** Attach a copy of program termination / grievance policy and procedures. **(att. 10)**



**SECTION VII: PERFORMANCE OUTCOMES****A. Written Standards for Provision of ESG Assistance**

1. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG). The policies and procedures must be consistent with the recordkeeping requirements and definitions of "homeless" and "at-risk of homelessness" in the federal ESG regulations at: 24 CFR 576.2 and 24 CFR 576.500 (b-e).
2. Standards for targeting and providing essential services related to street outreach.
3. Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, (e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest).
4. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter.
5. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers. The required coordination may be done over an area covered by the Continuum of Care or a larger area.
6. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance. For homeless prevention, include the risk factors used to determine who would be most in need of this assistance to avoid becoming homeless.
7. Standards for determining what percentage or amount (if any) of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance. If the assistance will be based on a percentage of the participant's income, specify this percentage, and how income will be calculated.
8. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time. One-year lease required for project-based assistance. Annual participant evaluations required with rapid re-housing assistance; three-month evaluations required with homeless prevention assistance. Individual assistance cannot exceed 24 months in a three-year period.
9. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance, or the maximum number of times the program participant may receive assistance. Note: ESG regulations limit this assistance to no more than 24 months in a three-year period. Housing stability case management is limited as specified on pp. 75979-80 of the [federal regulations](#).
10. *Participation in HMIS.* The recipient must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable community-wide HMIS in the area in which those persons and activities are located, or a comparable database, in accordance with HUD's standards on participation, data collection, and reporting under a local HMIS.

**Please certify you have established applicable Written Standards for ESG. (Do not attach a copy of your Written Standards). (att.11)**

Name Flora Lewis Title Executive Director

Signature Flora Lewis Date 3/31/16

**B. ANTICIPATED PROJECT OUTCOMES**

The chart below describes two significant outcome(s) for each activity funded by ESG. These outcomes will apply to all projects funded for the 2016 ESG period.

**Outcomes:** An outcome represents a specific result a program is intended to achieve. An outcome can also be defined as the specific objective of a specific program.

**Performance Measurement:** Performance measurement is generally defined as regular measurement of outcomes and results, which generates reliable data on the effectiveness and efficiency of programs.

Please certify you understand the performance outcomes and measurements for your ESG activities. (att. 12)

ESG ACTIVITY	EXPECTED OUTCOME		PERFORMANCE MEASUREMENT
Shelter	75% of clients with more than 90 days in shelter exit to permanent destinations.		APR (submitted quarterly)
Shelter	75% of clients with less than 90 days in shelter exit to destination other than homelessness.		APR (submitted quarterly)
Street Outreach	50% of clients will access housing (ES,TH,SH,PH or PSH)		APR (submitted quarterly)
Street Outreach	75% of clients will access Essential Services		Service Summary (submitted quarterly)
Homeless Prevention	75% of clients will maintain Permanent Housing for six (6) months.		Agency follow up procedure (submitted quarterly)
Homeless Prevention	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
Rapid Re Housing	75% of clients will maintain Permanent Housing for six (6) months.		Agency Follow up procedure (submitted quarterly)
Rapid Re Housing	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
1 <sup>st</sup> Quarter 7/01/16 – 9/30/16 Report due 10/20/ 16	2 <sup>nd</sup> Quarter 10/01/16 – 12/31/16 Report due 01/20/17	3 <sup>rd</sup> Quarter 01/01/17 – 3/31/17 Report due 4/20/17	4 <sup>th</sup> Quarter 4/01/17 – 6/30/17 Report due 7/20/17

Name Flora Lewis Title Executive Director

Signature Flora Lewis Date 3/31/16



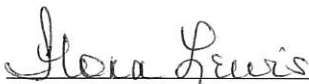
**CERTIFICATION REGARDING LOBBYING**

## Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies to the best of his or her knowledge and belief that:

- a. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of an cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form III "Disclosure Form to Report Lobbying", in accordance with its instructions.
- c. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352 title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Authorized Signature

Executive Director

Title

3/31/16

Date

**STATEMENT REGARDING DISCRIMINATION**

The applicant agrees and warrants that in the performance of an executed third party contract with the state that it will not discriminate or permit discrimination against religious creed, age, marital status, national origin, sex, mental retardation or physical disability including, but not limited to, blindness, unless it can be shown by the applicant that such disability prevents performance of work involved in any manner prohibited by the laws of the United States or of the State of Kansas, and the applicant further agrees to provide the Commission on Equal Opportunities with such information requested by the Commission concerning the employment as they relate to the provisions of this section.

I, Flora Lewis (the duly authorized representative of the applicant) do hereby certify that all the facts, figures and representations made in this application are true and correct, to the best of my knowledge and belief.

Flora Lewis  
Authorized Signature

Executive Director  
Title

3/31/14  
Date



## STATEMENT ASSURING COMPLIANCE WITH APPLICABLE ENVIRONMENTAL REGULATIONS

The use of federal funds triggers the requirement of compliance with federal environmental regulations developed by the Department of Housing and Urban Development (HUD). These regulations, contained in 24 CFR Part 50 and Part 58 "Environmental Review Procedures for Recipients Assuming HUD Responsibilities", require compliance with the National Environmental Policy Act (NEPA), as well as several related federal laws, regulations and Executive Orders. In order to ensure compliance with these environmental regulations, the state shall require a complete description of all physical work to be undertaken, including specifications and drawings where applicable. This information is necessary to ensure that all environmental reviews and paperwork can be completed by the state in order to satisfy HUD requirements. No funds will be released or vouchers paid for physical activities unless environmental clearance has been obtained from HUD. NO construction activities may occur without formal notification from the City that the release of environmental conditions has occurred.

All physical projects must comply, where applicable, with environmental requirements, guidelines and statutory obligations in the following areas, as outlined in 24 CFR Parts 50 and 58, Historic Properties Protection; Flood plain Management and Wetland Protection; Coastal Zone Management Requirements; Sole Source Aquifer Protection; Wildlife, Endangered Species, and Wild and Scenic River Protection; Water Quality Regulations; Air Quality; Solid Waste Management Regulations; Farmland Protection; and other HUD Environmental Standards.

All work plans will be reviewed to ensure compliance with applicable environmental standards. The following sections briefly outline the statutory compliance areas which will affect most physical activities undertaken with CDBG funds.

**Historic Properties:** All properties to be rehabilitated, renovated, demolished or physically changed in any manner will be reviewed to determine if they are contained on the State of Kansas Historic List. If a structure is contained on the Historic List, rehabilitation or renovation activities must adhere to the National Secretary of the Interior's Standards for Rehabilitation. Any proposed activity which does not adhere to the Secretary of the Interior's Standards must be reviewed by the Kansas State Historic Preservation Office (SHPO) prior to commencement of the activity. All requirements outlined by SHPO and, where necessary, the Advisory Council on Historic Preservation, must be met before funds can be released. These requirements also pertain to demolition activities.

**Air Quality/Asbestos Abatement:** Prior to any rehabilitation, demolition or heating and ventilation improvement activity, all areas to be disturbed must be inspected for the presence of asbestos containing materials (ACM's). If asbestos is found in areas to be disturbed, all asbestos-containing materials must be completely removed by a NESHAP certified asbestos removal contractor and disposed of in accordance with all local, state and federal laws and requirements prior to the commencement of any construction or demolition work. All records documenting compliance with local, state and federal laws and regulations must be presented to the state prior to the commencement of any construction activity to obtain the release of funds. If the inspection determines that no asbestos is present in the areas to be disturbed, a signed letter stating the date of inspection and the absence of asbestos must be presented to the state.

**Lead-Based Paint Abatement:** Prior to the rehabilitation of any residential structure or non-dwelling facility commonly used by children under seven years, all applicable surfaces of units constructed prior to 1978 shall be inspected to determine if lead-based paint surfaces exist. If defective lead-based painted surfaces are present, notification and abatement, in accordance with all local, state and federal laws and regulations must occur prior to the release of funds. If no lead-based paint is present, a signed letter, stating the date of inspection, the name of the inspector, and the absence of lead-based paint, must be presented to the state.

**Other Applicable Statutory Requirements:** If a property to be rehabilitated is located within a flood zone, wetland area or coastal zone, the proposed project must be reviewed to ensure consistency with applicable local, state and federal regulations. If the subject property is located in an airport clear zone or within an industrial/commercial area, the project must be reviewed to ensure that any potential site safety hazards are addressed.

To the best of your knowledge:

**Does the proposed project area contain lead-based paint?**

\_\_\_\_\_ Yes X No \_\_\_\_\_ Unsure

**Does the proposed project area contain asbestos containing materials?**

\_\_\_\_\_ Yes X No \_\_\_\_\_ Unsure

As the applicant, the undersigned assures the commitment to compliance with the environmental Regulations outlined by HUD.

Hona Lewis  
Authorized Signature

Executive Director

Title

3/31/16  
Date

**Backup material for agenda item:**

Presentation for Officer Cynthia Tatum - Kansas Law Enforcement Training Center Full-Time Law Enforcement Officer Certification.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

04-19-16

**From:** Tim Brown, Chief of Police  
**To:** Allen Dinkel, City Manager  
**Subject:** **Special Presentation – Law Enforcement Officer Certifications**

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**Objective:** The Kansas Law Enforcement Training Center has certified Cynthia Tatum as a Full-Time Law Enforcement Officer.

**Explanation of Issue:** Cynthia Tatum was hired by the Junction City Police Department in 2015. She has graduated from the Kansas Law Enforcement Training Center and has been certified as a Full-Time Law Enforcement Officer.

**Budget Impact:** There is no impact on the budget.

**Alternatives:** The Commission may approve, deny, or postpone the presentation.

**Special Considerations:** There are no special considerations.

**Recommendation:** Staff recommends the recognition of Cynthia Tatum for her certification from the Kansas Law Enforcement Training Center as a Full-Time Law Enforcement Officer.

**Enclosures:** KLETC Certificate

**Backup material for agenda item:**

Presentation of Polygraph Examiner certificate to Sergeant Joshua Brown. Presented by Mayor Mick McCallister and Police Chief Tim Brown.

# City of Junction City

## City Commission

### Agenda Memo

04-19-16

From: Tim Brown, Chief of Police  
To: Allen Dinkel, City Manager  
Subject: Special Presentation Polygraph Examiner Certificate

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**Objective:** Sergeant Joshua Brown has been certified as a Polygraph Examiner.

**Explanation of Issue:** Sergeant Joshua Brown has successfully graduated from the Northeast Counterdrug Training Center's Polygraph Training Program. He is the first one in the history of the Junction City Police Department to hold this title. To attain this certification, Sergeant Brown attended a three month school to learn the basics of Polygraph Examination.

**Budget Impact:** There is no impact on the budget.

**Alternatives:** The Commission may approve, deny, or postpone the presentation.

**Special Considerations:** There are no special considerations.

**Recommendation:** Staff recommends the recognition of Sergeant Joshua Brown for receiving his Polygraph Examiner certification.

**Enclosures:**

**Backup material for agenda item:**

Presentation of the winning Arbor Day Poster to Megan Sullivan by Mayor Mick McCallister.

# City of Junction City

## City Commission

### Agenda Memo

April 12, 2016

**From:** Ray Ibarra, Public Works Director  
**To:** Allen Dinkel, City Manager and City Commission  
**Subject:** **Presentation of the winning Arbor Day Poster to Megan Sullivan**

---

**Objective:** Present the North Central District Framed winning Arbor Day Poster to Megan Sullivan

**Explanation of Issue:** Junction City participates in the Tree City USA program every year which is sponsored by the Arbor Day Foundation. The Kansas Forest Service is responsible for administering the Tree City USA program in Kansas. One of the programs that the Kansas Forest Service holds is an Arbor Day Poster Contest which is extended to youngsters in the 5<sup>th</sup> grade. Junction City is in the North Central District which consists of 17 communities. This year's winning poster for the North Central District was drawn by Megan Sullivan from Sheridan School.

**Background:** The City of Junction City has continued to participate in the Tree City USA program since its inception in 1976 and has been named a Tree City Community for 40 consecutive years. One of the requirements for the Tree City USA designation is to hold an Arbor Day Celebration which is done in with conjunction with the Kansas Forest Service. The City has chosen to work with the Kansas Forest Service in the Arbor Day Poster contest to educate the younger children on the benefits of trees in the community.

**Budget Impact:** No impact on the budget

**Alternatives:** The City Commission may approve, modify, table or deny the presentation.

**Recommendation:** Staff recommends presenting the framed winning Arbor Day Poster to the Megan Sullivan

**Suggested Motion:** Commissioner \_\_\_\_\_ moves to approve as presented.



**Backup material for agenda item:**

Proclamation declaring April 29, 2016 as the 144th Anniversary Celebration of Arbor Day in Junction City, KS by Mayor Mick McCallister.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

April 12, 2016

**From:** Ray Ibarra, Public Works Director  
**To:** Allen Dinkel, City Manager and City Commission  
**Subject:** **Reading and Signing of the Arbor Day Proclamation**

---

**Objective:** To have the Mayor read and sign the Arbor Day Proclamation

**Explanation of Issue:** Junction City participates in the Tree City USA program every year which is sponsored by the Arbor Day Foundation. One of the requirements to be named a Tree City USA community is have an Arbor Day Proclamation.

**Background:** The City of Junction City continues to participate in the Tree City USA program since its inception in 1976 and has been named a Tree City Community for 40 consecutive years. To be able to hold the Tree City USA designation the City must meet four requirements (1) is to hold a Arbor Day Proclamation and Arbor Day Observance; (2) is having a tree ordinance (3) is having a tree board and (4) is spending at least \$2.00 dollars per capita.

**Budget Impact:** No impact on the budget

**Alternatives:** The City Commission may approve, modify, table or deny the presentation.

**Recommendation:** Staff recommends reading and signing the Arbor Day Proclamation.

**Suggested Motion:** Commissioner \_\_\_\_\_ moves to approve as presented.



## ***CITY OF JUNCTION CITY***

### ***ARBOR DAY***

### ***PROCLAMATION***

**WHEREAS**, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday called ***Arbor Day***, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees are a source of joy and spiritual renewal; and

**WHEREAS**, Junction City has been recognized as a Tree City USA for the 40<sup>th</sup> year by the National Arbor Day Foundation and desires to continue its tree-planting ways;

**NOW, THEREFORE, I**, Mick McCallister, Mayor of the City of Junction City, Geary County, Kansas, do hereby proclaim April 29, 2016 as the 144<sup>th</sup> Anniversary celebration of

### ***ARBOR DAY***

In the City of Junction City, and I urge all citizens to support efforts to care for our trees and woodlands and to support our City's Community Forestry Program, and

**FURTHER**, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

Given under my hand and Seal of the City of Junction City, State of Kansas, and this 19<sup>th</sup> Day of April, 2016.

---

**Mick McCallister**  
**Mayor**

**Backup material for agenda item:**

Presentation of the 40 Year Tree City USA Plaque to the Mayor by Public Works Director Ray Ibarra.

# City of Junction City

## City Commission

### Agenda Memo

April 12, 2016

**From:** Ray Ibarra, Public Works Director  
**To:** Allen Dinkel, City Manager and City Commission  
**Subject:** **Presentation of 40 Year Tree City USA Plaque**

---

**Objective:** Present the 40 Year Tree City USA Plaque to the Mayor

**Explanation of Issue:** Junction City received special recognition during the 40<sup>th</sup> Tree City USA program in which the City received a plaque recognizing its Commitment to Community Trees for 40 years by the Arbor Day Foundation.

**Background:** The City of Junction City has participated in the Tree City USA program since its inception in 1976 and has been named a Tree City Community for 40 consecutive years. During this year's Tree City USA program in Newton, KS, Junction City was recognized with a 40 year plaque for its commitment to Community Trees by the Arbor Day foundation. Junction City is one of sixteen communities in the United States to hold that distinct for 40 years.

**Budget Impact:** No impact on the budget

**Alternatives:** The City Commission may approve, modify, table or deny the presentation.

**Recommendation:** Staff recommends presenting the 40 Year Tree City USA plaque to the Mayor

**Suggested Motion:** Commissioner \_\_\_\_\_ moves to approve as presented.

**Backup material for agenda item:**

- a. Election of the Mayor and Vice-Mayor to serve until the first meeting of January 2017.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

04/19/2016

**From:** Allen J. Dinkel, City Manager  
**To:** Governing Body  
**Subject:** **Election of Mayor and Vice-Mayor**

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**Objective:** Election of Mayor and Vice-Mayor to serve until the first meeting of January 2017 which will be held on January 3.

**Explanation of Issue:** SECTION 105.060: - CHAIRMAN—MAYOR

The Commission shall choose its own Chairman annually, and the Chairman shall have the title of Mayor during the term of his/her office, to the end that the City shall have an official head on formal occasions. The Commission shall also choose a Vice Mayor annually, to preside in the absence of the Mayor.

To accommodate the shift from April to November elections the mayoral and vice-mayoral terms shall be set forth as follows:

(1) The current Mayor's and Vice Mayor's terms that began April 21, 2015 will expire April 19, 2016.

(2) The successor Mayor's and Vice Mayor's terms will begin April 19, 2016 and end on the first meeting in January, 2017. Thereafter the Mayor and Vice Mayor will be chosen in January of odd-numbered years and on the Second Monday of January in even-numbered years.

**Budget Impact:** None

**Staff Recommendation:** No recommendation is made as this decision is done by the City Commission.

**Attachments:** None.

**Backup material for agenda item:**

- b. Municipal Court Building Completion Items.



# City of Junction City

## City Commission

### Agenda Memo

04-15-2015

**From:** Allen J. Dinkel, City Manager  
**To:** Governing Body  
**Subject:** **Municipal Court Building Completion Items**

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**Objective:** Consider items as we move towards closing out the Municipal Court Building project.

**Explanation of Issue:** Architect Bruce McMillan will be at the meeting to discuss the closing of the Municipal Court project. Below is an e-mail I received from him along with the attachment.

Attached is information for the Commission packet for next Tuesday eve. It includes an explanatory cover letter, backup spread sheet as shown in our meeting earlier, a change order no. 5 for the few items not assigned to contingency, change order 6 that reflects a deduct for liquidated damages that then gets the project down to an actual final contract amount. In addition is the Substantial Completion form noting 2/15/16 as the Commission determined date. I have signed all of these however Cheney Construction has not. I am forwarding the same packet to Ron Cheney for his information and explaining that this is the determined status that the City Commission is considering on Tuesday eve.

If this becomes the final set of documents, then Cheney Const. would need to submit a pay request to include the retainage and Change Orders 5 and 6 less the amount being held for incomplete work. Once the incomplete work is done a final pay request would be submitted.

Hopefully this is acceptable and can be provided for Commission action on the 19<sup>th</sup>. If you or any of the Commissioners have questions, please do not hesitate to contact us.

Thank you.

Bruce

As you will read in the attachment Bruce and I discussed a number of options and are making a recommendation which we feel is fair to both parties. There are still a few items to be completed as of this writing.

**Budget Impact:** This is just a matter of closing out the project with funds that were already allocated

**Staff Recommendation:** Staff recommends approval of the forms provided by the architect. Of course that will be subject to the agreement with the contractor.

**Attachments:** Packet from Bruce McMillan.

## MEETING MINUTES

**Date:** March 10, 2016

**By:** Bruce McMillan AIA, Architects P.A.

**Re:** Junction City Municipal Court Building

**Project No. 13.01J**

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### DISTRIBUTION

**City of Junction City:** Allen Dinkel M

**Cheney Construction, Inc.:** Ron Cheney

**Office:** Bruce McMillan, Garric Baker

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### PRESENT

**City of Junction City:** Allen Dinkel

**Junction City Commission:** Mayor Mick McCallister

**Bruce McMillan AIA, Architects, P.A.:** Bruce McMillan, Garric Baker

---

The meeting was called to discuss possible Substantial Completion dates and the possibility of liquidated damages on the above listed project.

1. Status was reviewed and the components, number of days between the original completion date of April 13, 2015 and the Commission date at the recent commission meeting of February 15, 2016 was discussed.
2. It is likely that there will be a date agreed upon between the dates listed above.
3. The information provided by Cheney Construction Company as the project progressed regarding potential requested days for various items will be reviewed to see if the city is willing to acknowledge some of these as additional days allowed on the contract.
4. The existing contract balance is \$50,631.09. A retainage is currently at \$47,831.80. The liquidated damages as of February 15, 2016 for 306 days would be \$30,600.
5. A status report from Cheney Construction is requested regarding final installation of replacement windows, access ladder, and minor finish items that remain to be completed.
6. It is anticipated that the first meeting of the commission in the new building will be April 5 with broadcast capability on April 19.

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The above constitutes the writer's understanding of the items discussed and the conclusions reached. This understanding will be deemed correct unless any additions and/or corrections are made within 7 days of this memorandum.

BEM/gb/lb

555 Poyntz Avenue | Suite 295  
Manhattan, KS 66502  
(P) 785.776.1011  
(F) 785.776.9785



BRUCE McMILLAN AIA  
ARCHITECTS, P.A.

332 West 7<sup>th</sup> Street | Suite A  
Junction City, KS 66441  
(P) 785.238.5678  
(F) 785.238.5767

April 14, 2016

Members of the City Commission  
c/o Mr. Allen Dinkel, City Manager  
Municipal Building  
700 North Jefferson Street  
Junction City, KS 66441

Project: Municipal Court & City Commission Chambers

Project No.13.01J

Members of the Commission:

Over the past several weeks' further progress has been made with respect to closing out the Municipal Court and City Commission Chambers project with Cheney Construction Inc.

As discussed in previous Commission meetings, the original 210-day construction contract bid by Cheney Construction established construction completion at March 31, 2015. By Change Order No. 4, dated September 21, 2015, 13 days were added to the contract construction days allowing April 13, 2015 as the revised construction completion date.

At the City Commission meeting on March 1, 2016 the Commission voted to establish February 15, 2016 as the actual substantial completion date for beneficial use by the City and establish all warranties on the project. The total number of days between April 13, 2015 and February 15, 2016 is 303 days.

Over the course of the project however, Cheney Construction requested an additional 104 days by allocating a specific number of days to each modification assigned to contingencies built into the contract sum or to projected Change Order items. These days were held in reserve until an actual project completion date was determined. Adding 104 days to April 13, 2015 would bring the contract completion date to July 26, 2015. The attached spread sheet indicates the PCO (Proposed Contingency/Change Order Number) assigned by Cheney Construction Inc., the number of days of contract extension requested, the number of approved days, if any, the submittal date, change description and if the amount was authorized and to which category it was assigned – Contingency or Change Order.

The original contract amount was \$919,382.00. By Change Orders No. 2 and 4 a total of \$40,053.00 has been authorized bringing the total contract amount to \$959,435.00. Items shown in the Change Order column noted as No. 5 are presented for authorization as an attachment to this letter and total \$7,546.00 bringing a contract total to \$966,981.00.

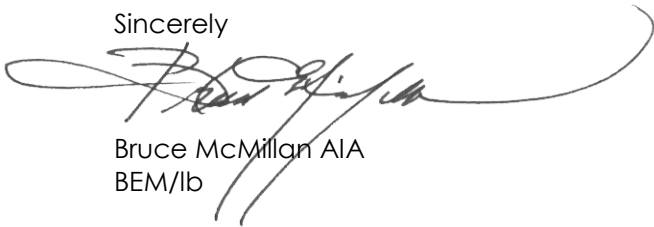
As part of the Change Order discussion with the City Manager, a recommendation of adding the 104 days to the contract time requested by Cheney Construction is included bringing a potential revised construction contract completion date to July 26, 2015. By virtue of the Commission vote on March 1, 2016 establishing February 15, 2016 as the actual Substantial Completion/beneficial use date of the project, the days beyond contract completion is 204 (July 26, 2016 – February 15, 2016). At \$100.00 per day, Liquidated Damages, as noted in the Owner/Contractor Agreement, would total \$20,400.00. Of this amount City staff authorized our firm and the design team to continue providing services which we have only billed through September, 2015, for \$19,227.00 leaving a balance of Liquidated Damages available to the City of \$1,123.00.

Currently a remaining construction contract balance before Change Orders is owed to Cheney Construction Inc. of \$50,631.09. Adding the proposed Change Order No. 5, as shown on the attached, of \$7,546.00 to this brings a total contract remaining balance to \$58,177.09. Reducing this amount by \$20,400.00 in Liquidated Damages, by Proposed Change Order No. 6, leaves a remaining balance owed to Cheney Construction of \$37,777.09.

The Substantial Completion form however shows an estimated amount of incomplete work of \$7,500.00, thus releasing \$30,277.09 to Cheney Construction at this time.

This information is provided for your City Commission meeting on April 19, 2016. Garric Baker, project manager, and I will be available to discuss this further and follow through with Commission directives. Should questions arise please contact our office. Thank you.

Sincerely

A handwritten signature in black ink, appearing to read 'Bruce McMillan', with a long, sweeping horizontal line extending to the right.

Bruce McMillan AIA  
BEM/lb

PCO #	Days Requested	Days Approved	Date Submitted	Item Description	Reject. / Not Needed / <b>Reallocated</b>	Cont. Allow.	Change Order	CO #
			12/5/2014	VOID			VOID	1
			1/8/2015	Request for 110 Days			REJECTED	3
001	0		10/14/14	Secure Exit 121 East CMU Wall Modifications: Omit the 1/2" plywood found along the outside edge of the east CMU wall of Secure Exit 121. Substitute with 1/2" rigid insulation. Infill the structural frame above with R-19 batt insulation along the outside edge of the east CMU wall		\$314.00		
002	0		11/11/14	Replace existing fascia and soffit panels to match new panels in lieu of painting existing panels to match new panels. Panels will be supplied by others, not by the metal building manufacturer			\$7,957.00	1
003	0		11/11/14	Replace existing fascia and soffit panels to match new panels in lieu of painting existing panels to match new panels. Panels will be supplied by Rigid Metal Buildings. New panels in lieu of painting existing	\$15,314.00			
004	0			Number Not Used				
005	2	2	8/24/15	Provide Additional Electrical Receptacles, Floor Boxes, Conduit, and Junction Boxes at Multiple Locations, per ASI No. 5			\$4,870.00	4
006	2		5/11/15	Remove Rust from Base of Existing North Wall		\$2,752.00		
007	21		8/24/15	Electrical Service Revision, per Sheet SD6	\$11,716.00			
008	1		8/24/15	Curb at NE Corner of Site: Along the northeast corner of the site, implement a curb, using Detail No. 4 on Sheet A102 as reference. The neighboring property is above the new secure drive and will require a curb to be built to prevent erosion of both sides.		\$976.00		
009	3		8/24/15	Security Gate Changes	\$3,247.00			
010	0			Number Not Used				
011	1		8/24/15	Add Receptacle in Room 115: Additional receptacle, in the event that machines requiring power be installed within the File Storage Area Room 115, needs to be installed to accommodate future needs.		\$672.00		
012	3		8/24/15	Revised Vestibule Foundation, per SD11		\$2,140.00		
013	0		8/24/15	Upgrade Door 135 to Heavy Dute Door		\$145.00		
014	0		8/5/15	Use Moisture Resistant Gypsum Board in Restrooms and Coffee Bar Areas		\$180.00		
015	0			Number Not Used				
016	1	1	8/24/15	Replace Sidewalks	\$700.00			
017	0		8/5/15	Service Relocation: Supply and installation of (1) 24x24 junction box (interior) and core drilling through the brick. This work is due to locating the electrical service back to the original location. Conduit has to be re-routed and new brick work had to be core drilled.	\$962.00			
018	1		8/5/15	Supply and installation of conduit and boxes for the Security System. System was not on the Plans and vendor was contracted through the Owner.			\$2,916.00	

019	8		8/24/15	Vestibule & Modified Roof System		\$14,395.00		
020	0		8/18/15	East Fence Line Modification: Eliminate the angled section on East fence line to step down from 12' to 8' fence fabric. This will keep the twist top on the fabric and keep privacy slats in a vertical position. This procedure would also be used in the height change for the fence at the NW corner. See attached Sketch and Featherlock Slats Data Sheets.	\$3,735.00			
021	0			Number Not Used				
022	7	7	8/26/15	Add Bullet Resistant Panels to Commissioners Desk			\$4,650.00	4
023	21		8/26/15	<b>007 &amp; 017 Combined:</b> Service Relocation: Supply and installation of (1) 24x24 junction box (interior) and core drilling through the brick. This work is due to locating the electrical service back to the original location. Conduit has to be re-routed and new brick work had to be core drilled.			\$12,678.00	4
024	0		10/20/15	Level Floors	\$2,662.00			
025	3	3	8/26/15	<b>009 &amp; 020 Combined:</b> Security Gate Changes & Fence Line Modifications			\$6,982.00	4
026	0		10/15/15	Extend Fence South of Neighbor's Fire Escape: Additional fencing will be required between the building and neighboring property as shown on the Code Compliance Plan. A typical chain-link fence, matching the lowest fence height directly adjacent, will be connected to the new corner post and extended to a new post directly next to Coyotes Saloon. The additional fence is to be surface mounted within the back courtyard (omit the core drilling for the poles).	\$4,878.00			
027	14		9/15/15	Countertop Supports: Three red oak end panels stained to match the wood edge of the countertops previously provided. Dimensions of end panels 32-1/2" tall by 22-1/2" wide by 1-1/2" thick.		\$930.00		
028	0		10/22/15	Stair Nosing for Platform Edge: Furnish and install RCN-A Stair Nosing for platform edge, color to be black.	\$540.00			
029	0		?	Plywood build out at chase		\$734.00		
030	0		?	Pipe Bollards		\$966.00		
031	40		3/1/16	Roof Access Ladder, as per ASI No. 19			\$3,122.00	5
032	0		3/1/16	Door Hardware for Holding Area			\$1,812.00	5
033	0		?	Additional Lock Cylinder				
034	0		?	1/2 Doors Modification - Short Wall		\$786.00		
035	0		?	Restroom Door Reversal			\$2,612.00	5
	104	13			\$24,094.00	\$24,990.00	\$47,599.00	

Allowances Built into Original Contract		
\$20,000.00	Contingency Allowance	
\$1,000.00	Remaining Testing Allowance (original \$10,000.00)	
\$3,990.00	Remaining Utility Allowance (original \$5,000.00)	
\$24,990.00	Available Allowance Balance Adjusted from total of \$35,000.00	





# AIA® Document G701™ – 2001

## Change Order

**PROJECT: (Name and address)**

Junction City Municipal Court  
& City Commission Chambers  
701 North Jefferson  
Junction City, KS 66441

**TO CONTRACTOR: (Name and address)**

Cheney Construction Inc.  
1125 Hayes Drive  
Manhattan, KS 66502

**CHANGE ORDER NUMBER:**

5

**DATE:** April 13, 2015

**ARCHITECT'S PROJECT NUMBER:** 13.01J

**CONTRACT DATE:** August 5, 2014

**CONTRACT FOR:** Construction

OWNER ☐

ARCHITECT ☐

CONTRACTOR ☐

FIELD ☐

OTHER ☐

The Contract is changed as follows:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

Item 1. Provide and install roof access ladder.	\$3,122.00
Item 2. Modify restroom doors.	\$2,612.00
Item 3. Exchange holding area locksets.	\$1,812.00
	\$7,546.00

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was

\$ 919,382.00

The net change by previously authorized Change Orders

\$ 40,053.00

The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was

\$ 959,435.00

The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (~~decreased~~) (~~unchanged~~) by this Change Order in the amount of

\$ 7,546.00

The new (Contract Sum) (~~Guaranteed Maximum Price~~), including this Change Order, will be

\$ 966,981.00

The Contract Time will be (increased) (~~decreased~~) (~~unchanged~~) by One Hundred Four (104) days.

The date of Substantial Completion as of the date of this Change Order, therefore, is July 26, 2015

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Bruce McMillan AIA  
Architects, P.A.  
**ARCHITECT (Firm name)**  
332 West 7th St. Suite A  
Junction City, KS 66441  
**ADDRESS**

**BY (Signature)**

Bruce McMillan, Architect  
(Typed name)

**DATE**

4/13/15

Cheney Construction Inc.  
**CONTRACTOR (Firm name)**  
1125 Hayes Dr.  
Manhattan, KS 66502  
**ADDRESS**

**BY (Signature)**

Ron Cheney, Contractor  
(Typed name)

**DATE**

City of Junction City  
**OWNER (Firm name)**  
700 North Jefferson  
Junction City, KS 66441  
**ADDRESS**

**BY (Signature)**

Mick McCallister, Mayor  
(Typed name)

**DATE**

**CAUTION:** You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.





# AIA® Document G701™ – 2001

## Change Order

**PROJECT: (Name and address)**

Junction City Municipal Court  
& City Commission Chambers  
701 North Jefferson  
Junction City, KS 66441

**TO CONTRACTOR: (Name and address)**

Cheney Construction Inc.  
1125 Hayes Drive  
Manhattan, KS 66502

**CHANGE ORDER NUMBER:** 6

**DATE:** February 15, 2016

**ARCHITECT'S PROJECT NUMBER:** 13.01J

**CONTRACT DATE:** August 5, 2014

**CONTRACT FOR:** Construction

 OWNER ☐

 ARCHITECT ☐

 CONTRACTOR ☐

 FIELD ☐

 OTHER ☐

The Contract is changed as follows:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

Item 1. Liquidated Damages Assessment (204 days 07/26/15 - 02/15/16) \$ 20,400.00

 The original (Contract Sum) (~~Guaranteed Maximum Price~~) was

\$ 919,382.00

The net change by previously authorized Change Orders

\$ 47,599.00

 The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was

\$ 966,981.00

 The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (~~increased~~) (~~decreased~~) (~~unchanged~~) by this Change Order in the amount of

\$ &lt;20,400.00&gt;

 The new (Contract Sum) (~~Guaranteed Maximum Price~~), including this Change Order, will be

\$ 946,581.00

 The Contract Time will be (~~increased~~) (~~decreased~~) (~~unchanged~~) by

(-0-) days.

The date of Substantial Completion as of the date of this Change Order, therefore, is July 26, 2015

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Bruce McMillan AIA

Architects, P.A.

**ARCHITECT (Firm name)**

 332 West 7th St. Suite A  
Junction City, KS 66441

**ADDRESS**

Cheney Construction Inc.

**CONTRACTOR (Firm name)**

 1125 Hayes Dr.  
Manhattan, KS 66502

**ADDRESS**

City of Junction City

**OWNER (Firm name)**

 700 North Jefferson  
Junction City, KS 66441

**ADDRESS**

BY (Signature)

Bruce McMillan, Architect

(Typed name)

BY (Signature)

Ron Cheney, Contractor

(Typed name)

BY (Signature)

Mick McCallister, Mayor

(Typed name)

DATE

2/15/16

DATE

DATE

**CAUTION:** You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



# **AIA® Document G704™ – 2000**

## **Certificate of Substantial Completion**

<b>PROJECT:</b> <i>(Name and address)</i> Junction City Municipal Court & City Commission Chambers 701 N. Jefferson Junction City, KS 66441	<b>PROJECT NUMBER:</b> 13.01J  <b>CONTRACT FOR:</b> Construction  <b>CONTRACT DATE:</b> September 2, 2014	OWNER <input type="checkbox"/>  ARCHITECT <input type="checkbox"/>  CONTRACTOR <input type="checkbox"/>  FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
<b>TO OWNER:</b> <i>(Name and address)</i> City of Junction City 700 N. Jefferson Junction City, KS 66441	<b>TO CONTRACTOR:</b> <i>(Name and address)</i> Cheney Construction, Inc. 1125 Hayes Dr. Manhattan, KS 66502	

### **PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

All work shown and specified except the following:

- Replacement Glass at Security Windows
- Access Ladder to Roof

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Bruce McMillan AIA  
Architects, P.A.

ARCHITECT

BY 

February 15, 2016

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$ 7,500.00

The Contractor will complete or correct the Work on the list of items attached hereto within <sup>thirty</sup><sub>30</sub> days from the above date of Substantial Completion.

Cheney Construction, Inc.

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 12:01 am (time) on February 16, 2016 (date).

City of Junction City

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows: *(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

The owner has applicable insurance on the project and the contractor warrants labor & materials for 1 year as well as a 5 year warranty on the structural foundation at anchor bolt location at column line 5B against failure, settlement, or damage to the building from failure.

**Backup material for agenda item:**

- c. Consideration of Federal-Aid Fund Exchange Master Agreement with KDOT.

# **City of Junction City**

## **City Commission**

### **Agenda Memo**

04-15-2015

**From:** Allen J. Dinkel, City Manager

**To:** Governing Body

**Subject: Federal-Aid Fund Exchange Master Agreement**

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**Objective:** Consider approving a Federal-Aid Fund Exchange Master Agreement between the City of Junction City and Kansas Department of Transportation (KDOT).

**Explanation of Issue:** In recent years there were annual agreements between the City and KDOT for the Federal-Aid Fund Exchange Program. It is now desired to have a Master Agreement between the parties. This will eliminate annual agreements. It is anticipated that the City will receive about \$250,000 in funds for 2016. Previous year funding has already been approved.

**Budget Impact:** The City will continue to receive Federal-Aid Exchange Funds at an exchange rate of 90% State Funds for 100% of local federal obligation authority.

**Staff Recommendation:** Staff recommends approval of the agreement

**Attachments:** Fund Exchange Master Agreement.

FUND EXCHANGE MASTER  
CITY OF JUNCTION CITY, KANSAS

**FEDERAL-AID  
FUND EXCHANGE  
MASTER AGREEMENT**

This MASTER AGREEMENT is between **MICHAEL S. KING, Secretary of Transportation**, Kansas Department of Transportation (KDOT) (the “Secretary”) and the **City of Junction City, Kansas** (the “City”), collectively, the “Parties.”

**RECITALS:**

- A. The Secretary has authorized a Federal Fund Exchange Program under which local units of government may exchange some or all of the Federal Funds allotment by KDOT to the local unit in a specific federal fiscal year for State Funds allocated to the Secretary.
- B. The City desires to exchange all or a portion of the City’s annual allotment of Federal Funds for State Funds at the Exchange Rate or to bank all or a portion of its annual allotment, such amount to be used in the future for either a Federal-Aid Project or exchanged for State Funds at the Exchange Rate.
- C. The Secretary and the City are empowered by the laws of Kansas to enter into agreements incident to the financing, construction, and maintenance of city roads utilizing federal or state funds.
- D. The Parties have determined the Federal Fund Exchange Program would be most efficiently administered under this Master Agreement.

**NOW, THEREFORE**, the Parties agree as follows:

**ARTICLE I**

**DEFINITIONS:**

As used in this Agreement, the capitalized terms below have the following meanings:

- 1. **“Agreement”** means this written document, including all attachments and exhibits, evidencing the legally binding terms and conditions of the agreement between the Parties.
- 2. **“Banked Funds”** means the city’s annual allotment of Federal Funds which the City has decided to use in the future for either a Federal-Aid Project or to be exchanged for State Funds.
- 3. **“City”** means the City of Junction City, Kansas.
- 4. **“Effective Date”** means the date this Agreement is signed by the Secretary or his designee.

5. **“Exchange Rate”** means the exchange of Federal Funds allotment for State Funds at a rate of ninety percent (90%) of State Funds for one hundred percent (100%) of local federal obligation authority for costs incurred pursuant to this Agreement, on a reimbursement basis.
6. **“Exchanged Funds”** means the funds from the City’s annual allotment of Federal Funds exchanged for State Funds at the Exchange Rate.
7. **“Exchanged Portion”** means a portion of funds from the City’s annual allotment of Federal Funds exchanged for State Funds.
8. **“Federal Funds”** means federal-aid transportation funds, including Surface Transportation Program funds, for use on state and local federal-aid transportation projects.
9. **“Fund Exchange Request”** means the attached form “Attachment A” which is submitted by the City to KDOT to request the exchange of Federal Funds for State Funds in any given year, and the terms of which are incorporated herein by reference.
10. **“KDOT”** means the Kansas Department of Transportation, an agency of the state of Kansas, with its principal place of business located at 700 SW Harrison Street, Topeka, KS, 66603-3745.
11. **“Parties”** means the Secretary and KDOT, individually and collectively, and the City.
12. **“Secretary”** means Michael S. King, in his official capacity as Secretary of Transportation of the state of Kansas, and his successors.
13. **“State Funds”** means State of Kansas transportation funds.

## ARTICLE II

### TERMS OF AGREEMENT:

1. **Secretary Authorization.** The Secretary is authorized by the City to take such steps as are deemed by the Secretary to be necessary or advisable for the purpose of securing the benefits of the current Federal-Aid Transportation Act for this exchange.
2. **Incorporation of Program Application.** The City will submit a Fund Exchange Request when it desires to exchange its Federal Funds. The Fund Exchange Request will be incorporated into and made a part of this Agreement for all purposes.
3. **Exchange of Funds.**
  - (a) When the City submits a Fund Exchange Request to use the Banked Funds for a Federal-Aid Project, the Secretary will apply one hundred percent (100%) of the requested amount to said project, up to the amount indicated on the Fund Exchange Request.

- (b) When the City submits a Fund Exchange Request, to use the Exchanged or Banked Funds pursuant to the Federal Fund Exchange Program, the following terms will apply to the exchange:
  - (i) The City authorizes the Secretary to retain and use the Exchanged Portion of the City's annual allotment of Federal Funds for the federal fiscal year indicated in the Fund Exchange Request in exchange for State Funds at the Exchange Rate.
  - (ii) The Secretary shall reimburse the City, with State Funds, for one hundred percent (100%) of costs incurred pursuant to this Agreement, up to ninety percent (90%) of the amount of funds as indicated on the Fund Exchange Request. All costs incurred in excess of the fund exchange amount will be the sole responsibility of the City.
  - (iii) Any State Funds exchanged pursuant to this Agreement may be carried over in the next federal fiscal year by the City. Banking of Exchanged Funds is limited to three (3) consecutive fiscal years, unless written approval is obtained from the Secretary.
  - (iv) The City understands that the Secretary may use the retained Federal Funds exchanged by the City for any federally eligible purpose or project within the State.
  - (v) The Secretary will make partial payments to the City for amounts not less than \$1,000 and no more frequently than monthly. Such payments will be made after receipt of proper billing showing costs paid by the City and any reimbursement form required by KDOT.

4. **Limitations on Use of State Funds.**

- (a) The City shall not deposit the exchanged State Funds into the operating budget for the City.
- (b) The City shall use the State Funds exchanged pursuant to this Agreement for:
  - (i) transportation projects, as approved by the Secretary, which are eligible under KDOT's Federal Fund Exchange Guidelines; and
  - (ii) for all phases of approved transportation project(s) including, but not limited to preliminary engineering, right of way acquisition, utility relocation, construction and inspection.
- (c) Upon completion of the transportation project, the City shall notify Secretary and allow the Secretary to participate in a final review of the project. Reviews by the Secretary are not done for the benefit of the City or its contractors, or agents, or other political subdivision, or the traveling public. The Secretary makes no representation, express or implied warranty to any person or entity concerning the adequacy or accuracy of the design plans, specifications, estimates, surveys, and any necessary

investigations or studies, including, but not limited to, environmental, hydraulic, and geological investigations or studies for the Project, or any other work performed by the City.

5. **Availability of State Funds.** The total dollars exchanged under this Agreement are contingent upon the availability of State Funds. If, in the judgment of the Secretary, sufficient State Funds are not appropriated to continue the function performed in this Agreement, the Secretary may terminate this Agreement without further notice. The Secretary will not be responsible to the City for any reduction in State Funds.
6. **Availability of Federal Funds.** The total dollars exchanged under this Agreement are also contingent upon the availability of Federal Funds. If, due to Congressional funding restrictions, sufficient Federal Funds have not been allocated to the City, the Secretary shall exchange funds in the amount available.
7. **Audit.** The City will participate and cooperate with the Secretary in an audit which will occur either annually or by project. The City shall make its records and books available to representatives of the Secretary for audit for a period of five (5) years after date of final payment under this Agreement. If any such audits reveal payments have been made with State Funds to the City for items considered non-participating, the City shall promptly reimburse Secretary for such items upon notification by Secretary.
8. **Compliance with Federal and State Laws.** The City shall comply with all applicable federal, state, and local laws, regulations, executive orders, and ordinances governing the projects undertaken pursuant to this Agreement.
9. **Legal Authority.** The City shall adopt all necessary ordinances and/or resolutions and take such administrative or legal steps as may be required to give full effect to the terms of this Agreement.
10. **Indemnification.** To the extent permitted by law, the City agrees to defend, indemnify, hold harmless, and save the Secretary and his or her authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the City or the City's employees.

### ARTICLE III

#### GENERAL PROVISIONS:

1. **Civil Rights Act.** The "Special Attachment No. 1," pertaining to the implementation of the Civil Rights Act of 1964, is attached and made a part of this Agreement.
2. **Contractual Provisions.** The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof.



3. **Binding Agreement.** This Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the Secretary and the City and their successors in office.
4. **No Third Party Beneficiaries.** No third party beneficiaries are intended to be created by this Agreement, nor do the parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
5. **Headings.** The captions of the various articles and sections of this Agreement are for convenience and ease of reference only, and do not alter the terms and conditions of any part or parts of this Agreement.
6. **Effective Date.** This Agreement will become effective as of the date signed by the Secretary or his designee.

**IN WITNESS WHEREOF** the Parties have caused this Agreement to be signed by their duly authorized officers as of the Effective Date.

ATTEST:

THE CITY OF JUNCTION CITY, KANSAS

\_\_\_\_\_  
CITY CLERK (Date)

\_\_\_\_\_  
MAYOR

(SEAL)

Kansas Department of Transportation  
Michael S. King, Secretary of Transportation

By: \_\_\_\_\_  
Jerome T. Younger, P.E. (Date)  
Deputy Secretary and  
State Transportation Engineer

(Example Fund Exchange Request)



**KANSAS DEPARTMENT OF TRANSPORTATION  
BUREAU OF LOCAL PROJECTS  
REQUEST TO EXCHANGE FEDERAL FUNDS UNDER THE FEDERAL-AID FUND  
EXCHANGE MASTER AGREEMENT**

Date: \_\_\_\_\_

County/City: \_\_\_\_\_

Federal Funds to Be Exchanged: \$ \_\_\_\_\_

The Secretary of Transportation is hereby requested to make available to the city/county State Funds in exchange for the city's/county's allotment of Federal Funds in the amount stated above. The Exchange will be made under the Terms and Conditions as set forth in the city/county's Federal Fund Exchange Master Agreement previously executed between the city/county and the Secretary. This request shall be attached to and become a part of the city/county's Federal Funds Exchange Agreement.

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
*Signature\** *Date*\_\_\_\_\_  
*Typed or Printed Name*\_\_\_\_\_  
*Title*

*\*The representative signing this request must be authorized by law to bind the city/county to an agreement.*

**KANSAS DEPARTMENT OF TRANSPORTATION**

Special Attachment  
To Contracts or Agreements Entered Into  
By the Secretary of Transportation of the State of Kansas

NOTE: Whenever this Special Attachment conflicts with provisions of the Document to which it is attached, this Special Attachment shall govern.

THE CIVIL RIGHTS ACT OF 1964, and any amendments thereto,  
REHABILITATION ACT OF 1973, and any amendments thereto,  
AMERICANS WITH DISABILITIES ACT OF 1990, and any amendments thereto,  
AGE DISCRIMINATION ACT OF 1975, and any amendments thereto,  
EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY  
POPULATIONS AND LOW INCOME POPULATIONS 1994, and any amendments thereto,  
49 C.F.R. Part 26.1 (DBE Program), and any amendments thereto

**NOTIFICATION**

The Secretary of Transportation for the State of Kansas, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964 (78 Stat. 252), §504 of the Rehabilitation Act of 1973 (87 Stat. 355) and the Americans with Disabilities Act of 1990 (42 USC 12101), the Age Discrimination Act of 1975 (42 USC 6101), the regulations of the U.S. Department of Transportation (49 C.F.R., Part 21, 23, and 27), issued pursuant to such Act, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations (1994), and the DBE Program (49 C.F.R., Part 26.1), hereby notifies all contracting parties that, the contracting parties will affirmatively ensure that this contract will be implemented without discrimination on the grounds of race, religion, color, gender, age, disability, national origin, or minority populations and low income populations as more specifically set out in the following “Nondiscrimination Clauses”.

**CLARIFICATION**

Where the term “Consultant” appears in the following “Nondiscrimination Clauses”, the term “Consultant” is understood to include all parties to contracts or agreements with the Secretary of Transportation of the State of Kansas.

**Nondiscrimination Clauses**

During the performance of this contract, the Consultant, or the Consultant’s assignees and successors in interest (hereinafter referred to as the “Consultant”), agrees as follows:

- 1) Compliance with regulations: The Consultant will comply with the regulations of the U.S. Department of Transportation relating to nondiscrimination in its federally-assisted programs and codified at Title 49, Code of Federal Regulations, Parts 21, 23 and 27, (hereinafter referred to as the “Regulations”). The Regulations are herein incorporated by reference and made a part of this contract.
- 2) Nondiscrimination: The Consultant, with regard to the work performed by the Consultant after award and prior to the completion of the contract work, will not discriminate on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations in the selection and retention of subcontractors, including in the procurements of materials and leases of equipment. The Consultant will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- 3) Solicitations for Subcontractors, including Procurements of Material and Equipment: In all solicitations, either competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract including procurements of materials and equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant’s obligation under this contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations.

- 4) Information and Reports: The Consultant will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and the Secretary of the Transportation of the State of Kansas will be permitted access to the Consultant's books, records, accounts, other sources of information, and facilities as may be determined by the Secretary of Transportation of the State of Kansas to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the Secretary of Transportation of the State of Kansas and shall set forth what efforts it has made to obtain the information.
- 5) Employment: The Consultant will not discriminate against any employee or applicant for employment because of race, religion, color, gender, age, disability, or national origin.
- 6) Sanctions for Noncompliance: In the event of the Consultant's noncompliance with the nondiscrimination provisions of this contract, the Secretary of Transportation of the State of Kansas shall impose such contract sanctions as the Secretary of Transportation of the State of Kansas may determine to be appropriate, including, but not limited to,
  - (a) withholding of payments to the Consultant under the contract until the Consultant complies, and/or
  - (b) cancellation, termination or suspension of the contract, in whole or in part.
- 7) Disadvantaged Business Obligation
  - (a) Disadvantaged Business as defined in the Regulations shall have a level playing field to compete for contracts financed in whole or in part with federal funds under this contract.
  - (b) All necessary and reasonable steps shall be taken in accordance with the Regulations to ensure that Disadvantaged Businesses have equal opportunity to compete for and perform contracts. No person(s) shall be discriminated against on the basis of race, color, gender, or national origin in the award and performance of federally-assisted contracts.
  - (c) The Consultant, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Consultant shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of Federally-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.
- 8) Executive Order 12898
  - (a) To the extent permitted by existing law, and whenever practical and appropriate, all necessary and reasonable steps shall be taken in accordance with Executive Order 12898 to collect, maintain, and analyze information on the race, color, national origin and income level of persons affected by programs, policies and activities of the Secretary of Transportation of the State of Kansas and use such information in complying with Executive Order 12898.
- 9) Incorporation of Provisions: The Consultant will include the provisions of paragraphs (1) through (8) in every subcontract, including procurements of materials and equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the Secretary of Transportation of the State of Kansas may direct as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, however, that, in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into such litigation to protect the interests of the State.

**CONTRACTUAL PROVISIONS ATTACHMENT**

**Important:** This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges-hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.

6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, execution, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

**Backup material for agenda item:**

- d. Consideration of Resolution No. R-2807 Update the Work Schedule Policy for Dispatchers.

# City of Junction City

## City Commission

### Agenda Memo

April 19, 2016

**From:** Dawn C. Van Horn, Director of Human Resources

**To:** City Commission

**Subject:** **Policy Resolution**

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**Objective:** Update City's Work Schedule Policy

**Explanation of Issue:**

The City would like to update the Work Schedule policy for the Dispatchers of the Police Department in order to become compliant with the Federal Fair Labor and Standard Act (FLSA). Updating the Policy will allow for appropriate compensation of the employees within the 40 hour work week guidelines as stipulated in the Act.

The current work schedule for all employees runs Monday through Sunday. With the current duty schedule of the dispatchers (work 3 days, off 2 days, work 2 days, off 3 days) on a 40 hour work week, their schedules are very heavy on overtime one week versus another. Current overtime would be around \$80,000 annually.

We propose changing the dispatchers schedule to a Sunday through Saturday rotation. With the current duty schedule of the dispatchers (work 3 days, off 2 days, work 2 days, off 3 days) on a 40 hour work week, their schedules would have an overtime rate around \$36,000 annually.

The present system has been in place for 10 years now without being in compliance with FLSA guidelines.

**Budget Impact:** approximately \$44,000 annually in savings to the Police Department budget.

**Alternatives:** It appears the Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the policy as given

or

2. Make any suggestions for change and not approve the policy as given.

**Enclosures:** Work Schedule Policy for Dispatchers

Resolution No. R-2807

A Resolution Approving Execution of the “Work Schedule for Dispatchers” Policy

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF JUNCTION CITY as follows:

Section 1: The City of Junction City hereby authorizes the execution of the “Work Schedule for Dispatchers” Policy in the form of EXHIBIT A attached hereto.

Section 2: Title 29 of the Code of Federal Regulations, Subtitle B – Regulations Relating to Labor, Chapter V – Wage and Hour Division, Subchapter A – Regulation, Part 531 – Wage Payments under the Fair Labor Standards Act of 1938, dictates that non-exempt employees covered by the Act must be paid based on a 40 hour work week. Non-exempt employees must receive overtime pay for hours worked over the 40 hour, 7 day work week period. The Act applies on a workweek basis. An employee's workweek is a fixed and regularly recurring period of 168 hours — seven consecutive 24-hour periods. It need not coincide with the calendar week, but may begin on any day and at any hour of the day. Different workweeks may be established for different employees or groups of employees.

Section 3: This resolution shall be in full force and effect from and after its passage and approval.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF JUNCTION CITY THAT THE PERSONNEL POLICIES AND GUIDELINES BE AMENDED TO REPLACE PORTIONS OF SECTIONS 7.1 and 7.7 IN REGARDS TO THE DISPATCHERS OF THE POLICE DEPARTMENT AND BE REPLACED BY EXHIBIT A.

APPROVED BY THE JUNCTION CITY COMMISSION THIS 19<sup>TH</sup> day of APRIL, 2016.

Attest:

---

Mick McCallister, Mayor

---

Shawna Settles, City Clerk





# Personnel Policies & Guidelines

**SUBJECT: Work Schedule for Dispatchers**  
**Updated: March 2016**

## **I. OBJECTIVE**

The purpose of this Policy is intended only to provide a basis for work schedules for dispatchers. None of these provisions shall be construed as a guarantee of minimum or maximum hours of work or weeks of work to any employee or to any group of employees.

## **II. WORK SCHEDULE**

The dispatchers' work schedule shall be determined by the Department Head and approved by the City Manager. The work week is defined as seven (7) consecutive days beginning at 6 a.m. on Sunday through 5:59 a.m. the following Sunday, with one (1) unpaid meal period of a minimum of 30 minutes during each shift worked. Additional circumstances may require a change in the normal workweek or the requirement of a 12 or 24 hour shift schedule.

## **III. FLEX-TIME/ALTERNATIVE WORK SCHEDULES**

In order to accommodate both the City's and employees' needs, the Chief of Police is permitted to develop and adopt flex-time/alternative work schedules. These arrangements should not exceed 40 hours for the workweek.

The Chief of Police will notify the Human Resources Department when individuals and/or positions are identified and designated for an alternative work schedule program.

Before individuals are placed into a flex-time/alternative work schedule, meal periods, rest breaks, shift start and end times and changes to holiday pay and/or call-back pay (if any) will be established. The Chief of Police or his/her designee will discuss these issues with the employee(s) and document the discussion and the specific schedule to be worked.

**Backup material for agenda item:**

- e. Consideration to Award Bid to Kaw Valley Engineering Inc. for Engineering Services of 2016 Street Maintenance.

# City of Junction City

## City Commission

### Agenda Memo

April 15, 2016

**From:** Ray Ibarra, Director of Public Works  
**To:** Allen Dinkel, City Manager and City Commissioners  
**Subject:** **2016 Street Maintenance Engineering Services**

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**Objective:** The consideration and approval of the 2016 Street Maintenance Engineering Services

**Explanation of Issue:** The City Commission has budgeted \$1,100,000.00 within the Street Fund for contractual street maintenance improvements within the 2016 budget. The engineering services are to develop preliminary plans, construction estimates and quantities of material for the bidding of the street maintenance project. The Engineering Firm will also be responsible to handle Quality Control and Quality Assurance of the contractual and inspection work.

Public Works direct solicited 9 Engineering Firms and only had one response which was Kaw Valley Engineering. Kaw Valley Engineering's bid amount was for \$8,185.00. Kaw Valley Engineering has performed the City's Street Maintenance engineering services for the past three years and the City has had a good working relationship and result. Therefore we are requesting approval for Kaw Valley Engineering to perform the 2016 Street Maintenance Engineering Services in the amount of \$8,185.00.

**Budget Impact:** Funding for the \$1,100,000.00 2016 Street Maintenance Engineering Services is available within the Streets Fund.

**Alternatives:** The City Commission may Approve, Disapprove, Modify or Table the City staff recommendation for the 2016 Street Maintenance Engineering Services

**Recommendation:** City Staff recommends the City Commission award the 2016 Street Maintenance Engineering Services to Kaw Valley Engineering.

**Suggested Motion:** Commissioner\_\_\_\_\_ moves to award as presented the 2016 Street Maintenance Engineering Services Contract to Kaw Valley Engineering in the amount of \$8,185.00.

## Bid Tabulation

## City of Junction City Clerk's Office

Bid: 2016 Street Maintenance RFP

Date: 4/14/2016

Time: 3:30 PM

Department: Public Works

No.	Direct Solicited	Bidder	Signed Bid	Bid Amount	*Bid Rank	Comments
1	X	Kaw Valley Engineering	X	\$8,185.00		
2	X	SMH Consultants				Declined to Bid
3	X	Wilson & Company				Declined to Bid
4	X	BG Consultants, Inc.				Declined to Bid
5	X	Alfred Benesch & Company				Declined to Bid
6	X	Schwab-Eaton, P.A.				Declined to Bid
7	X	Barlett & West				Declined to Bid
8	X	Lochner				Declined to Bid
9	X	CFS Engineers				Declined to Bid
10		Olsson Associates				Called and Declined to Bid